

*The factual information set forth on the Tracking Charts was submitted to the FLA by each Independent External Monitor and Participating Company and reviewed by FLA staff. It is being made available to the public pursuant to the FLA Charter in order to strengthen the monitoring process. The FLA Charter provides for regular public disclosure of the factual results of independent monitoring and the resulting specific actions taken by Participating Companies.*

### **What is a Tracking Chart?**

Compliance is a process, not an event. A Tracking Chart outlines the process involved in FLA independent external monitoring and remediation. It is used by the accredited independent external monitor, the participating company and the FLA staff to do the following:

- **Record Findings:** The independent external monitor uses the Tracking Chart to report noncompliance with FLA Code standards. The monitor should also cite the specific Code benchmark or national/local law that was used to measure compliance.
- **Report on Remediation:** The FLA participating company uses the Tracking Chart to report on the remediation program that was implemented in order to resolve the noncompliance and prevent any future violations.
- **Evaluate Progress:** The FLA uses the Tracking Chart for purposes of collecting and analyzing information on the compliance situation of a particular factory and for publication on our website. This information is updated on an ongoing basis.

### **What a Tracking Chart is NOT -**

- An exhaustive assessment of factory conditions

Working conditions - in any type of workplace - are dynamic. Each Tracking Chart represents a survey of the factory's conditions on a specific day. Over time, a fuller picture emerges as we compile information from various sources to track the compliance progress of a factory.

- A pass or fail evaluation

The Tracking Charts do not certify whether or not factories are in compliance with the FLA Code. Monitoring is a measurement tool. The discovery of noncompliance issues is therefore not an indication that the participating company should withdraw from a factory. Instead, the results of monitoring visits are used to prioritize capacity building activities that will lead to sustainable improvements in the factory's working conditions.

- A one-time event

Each monitoring visit is followed by a remediation program, further monitoring and remediation in an ongoing process. The Tracking Charts are updated accordingly.

**Note on Language**

Please be advised that because FLA independent external monitors are locally-based and English is generally not their native language, the language presented may at times appear unclear to a reader who is a native English speaker. In order to preserve the integrity of the transparency process and the information we receive, our policy is to publish the original text from the monitor and participating company. However, the reader will note that we have taken the precaution to remove any identifying information about the factory that was monitored or the workers interviewed.

For example, in cases where monitors and/or participating companies have cited the actual number of workers in reference to a noncompliance issue, in order to protect the workers' identities, we have replaced the numbers with generic wording in brackets (i.e. "[some]", "[worker interviews revealed that]", etc.).

We do not disclose the name of the factory that was monitored in order to ensure that the FLA's efforts to encourage and reward transparency do not have detrimental consequences for the factory and the workers.

**Instructions for Printing**

The information contained in the Tracking Charts is organized by columns and rows in a table format. Due to the number and width of the columns, the charts have been formatted for legal size (8.5 x 14in.) paper. To print the charts, please make sure to select "legal" size paper from Print properties.

<b>FLA Audit Profile</b>	<b>Company Comment:</b> GFSL, Inc., no longer does business with this factory as of February 2008. In October 2007, Gear staff visited the factory and confirmed that issues found during the IEM were corrected.
<b>Country</b>	India
<b>Factory name</b>	030032497F
<b>IEM</b>	International Resources for Farer Trade
<b>Date(s) in facility</b>	December 5 & 6, 2006
<b>PC(s)</b>	GFSL, Inc.
<b>Number of workers</b>	795
<b>Product(s)</b>	Garments
<b>Production processes</b>	Cut Sew and Packing

FLA Code/ Compliance Issue	Country/Legal Reference	FLA Benchmark	Non-compliance	Risk of Non-compliance	IEM Findings	Evidence of Non-compliance (Uncorroborated)	If not corroborated, explain why	Source/Documentation used for corroborating	Notable Features Implemented by Factory Management in Company	PC Remediation plan	Target Completion Date	Factory Response (Optional)	Company follow up (Site date of follow up)	Documentation	Status	Updates (September 2007)	Updates (October 2007)	
<b>1. Code Awareness</b>																		
Code posting/information		<b>FLA Principle of Monitoring, Obligation of Companies:</b> Establish and articulate clear, written workplace standards. Formally convey those standards to Company factories as well as to licensees, contractors and suppliers.	Code posting of Gear for Sports was not in the local language and there was only one code posting for the entire facility.				Visual observation, management interview			Send Factory additional GFSL, INC code of conduct poster in English, Hindi and Gujarati.	4/1/2007	The code of conduct in Gujarati has been displayed at the factory.	Sent posters in April 2007 along with a request for a picture and a written confirmation form.	Received picture of code of conduct posted on 4-19-07, received written confirmation on 4-24-07.	Completed	Sept 2007 - Factory has five Gujarati, one English code of conduct posters posted at different locations.	Sept 2007-Photos	
Worker/management awareness of Code		<b>FLA Principle of Monitoring, Obligation of Companies:</b> Ensure that all Company factories as well as contractors and suppliers inform their employees about the workplace standards orally and through the posting of standards in a prominent place (in the local languages spoken by employees and managers) and undertake other efforts to educate employees about the standards on a regular basis.	There was no training given to the management or to the workers with regard to Code compliance.				Management interview, worker interview			The factory is to explain the code of conduct to each worker during new employee training. Written records of this code of conduct training must be maintained on file. (Please submit documentation of training, including training materials, list of attendees, who conducted the training, and dates training were held).	4/1/2007 10/1/07	A program on the workmen and management awareness conducted on April 12, 2007.	August 2007 - QC (Quality Control) Manager will visit factory to get documentation of the April meeting and request additional training on the code of conduct for all new employees.		Completed	Sept 2007 - Factory conducted training on 4/12.	Sept 2007 - Attendance log	
Confidential non-compliance reporting channel		<b>FLA Principle of Monitoring, Obligation of Companies:</b> Develop a secure communications channel, in a manner appropriate to the culture and situation, to enable Company employees and employees of contractors and suppliers to report to the Company on noncompliance with the workplace standards, with security that they shall not be punished or prejudiced for doing so.	There was no confidential non-compliance reporting mechanism for GEAR for Sports.				Visual observation, management interview, new worker interview			Factory to implement a method of confidential reporting of grievances from employees. It is recommended that suggestion boxes with a letter policy on how to handle the grievance and who will handle the grievance should be implemented.	10/1/2007		August 2007 - QC Manager will visit factory to determine what method the factory will implement to develop a secure communication channel.		Completed	Sept 2007 - Factory has two suggestion boxes at different locations in the factory. Factory will work on protocol for acting on suggestions and maintaining confidentiality and will provide a plan by end of October 2007.	Sept 2007 - Photos of suggestion boxes	October 2007 - Factory has a protocol for acting on suggestions, which is written in the local language of Gujarati.
<b>2. Forced Labor</b>																		
There will not be any use of forced labor, whether in the form of prison labor, indentured labor, bonded labor or debt labor.																		
No person will be employed at an age younger than 15 (or 14 where the law of the country of manufacture allows) or younger than the age for completing compulsory education in the country of manufacture where such age is specified.																		
<b>3. Harassment or Abuse</b>																		
Every employee will be treated with respect and dignity. No employees will be subject to any physical, sexual, psychological or verbal harassment or abuse.																		
Training of Management in Disciplinary Practices		Employers will provide training to managers and supervisors in appropriate disciplinary practices.	There was no training given to the manager and supervisors with regard to appropriate disciplinary practices.				Management interview, interview with the supervisors			Factory must train managers and supervisors on appropriate disciplinary practices. (Please submit documentation of training, including training materials, list of attendees, who conducted the training, and dates training were held).	4/1/2007 10/1/07	Training on disciplinary practices given to managers and workers on April 13, 2007.	August 2007 - QC Manager will visit factory to get documentation of the April meeting and a procedure of when this training will occur on a regular basis.		Completed	Sept 2007-Factory Conducted a seminar with managers and supervisors on 4/13.	Sept 2007 - Attendance record	
Other - Policy on H&A		The policy on Harassment and Abuse was in English and not Gujarati, the language spoken by the workers and supervisors.					Record review			The factory needs to translate the policy on Harassment and Abuse to Gujarati.	11/1/2007		August 2007 - QC Manager will visit factory and request this to be translated. We will get a copy after translated for our records.		Completed	September 2007 - Factory has translated policy on Harassment and Abuse to Gujarati.	September 2007 - Received The Policy on Harassment and Abuse in Gujarati.	
<b>4. Non-discrimination</b>																		
No person will be subject to any discrimination in employment, including hiring, salary, benefits, advancement, discipline, termination or retirement, on the basis of gender, race, religion, age, disability, sexual orientation, nationality, political opinion, or social or ethnic origin.																		
Other - Policy on Non-discrimination		The policy on non-discrimination at the work place was in English and not Gujarati, the language of the workers and the supervisors.					Record review			The factory needs to translate the policy on non-discrimination to Gujarati.	11/1/2007		August 2007 - QC Manager will visit factory and request this to be translated. We will get a copy after translated for our records.		Completed	Sept 07 - Factory will translate policy on discrimination to Gujarati by end of October 2007.	October 2007 - Factory has translated policy on discrimination to Gujarati.	October 2007 - Received a copy of discrimination policy translated to Gujarati.
<b>5. Health and Safety</b>																		
Employers will provide a safe and healthy working environment to prevent accidents and injury to health arising out of, linked with, or occurring in the course of work or as a result of the operation of employer facilities.																		
Document Maintenance/ Accessibility		All documents required to be available to workers and management by applicable laws (such as policies, MSDS, etc.) shall be made available in the prescribed manner and in the local language or language spoken by majority of the workers if different from the local language.	There was no MSDS Sheets available in the local language.				Record review			Translate MSDS sheets in the local language.	4/1/2007	The same is being made available in the prescribed manner.	August 2007 - QC Manager will visit factory and request this to be translated. We will get a copy after translated for our records.		Completed	Sept 2007 - Factory will translate the MSDS sheets to Gujarati by end of October 2007.	October 2007 - Factory has translated the MSDS to Gujarati.	October 2007 - Received a copy of the translated MSDS in Gujarati.
Evacuation Procedure		All applicable legally required or recommended elements of safe evacuation (such as posting of evacuation plans, unobstructed aisles, employee education, evacuation procedures, etc.) shall be completed with and workers shall be trained in proper safety, first aid, and evacuation procedures.	1) The evacuation plan was not clearly visible. 2) The First Aid Training provided to the workers was in the year 2002 and no further First aid training was provided.				Record review, visual inspection			1) Post evacuation plan in a visible location. 2) Provide First Aid training on a more standard basis. (Please submit documentation of training, including training materials, list of attendees, who conducted the training, and dates training were held).	1) April 07 2) May 07	1) Evacuation Plan is displayed. 2) We are planning the first aid by May 31, 2007.	August 2007 - QC Manager will visit factory. 1) View the evacuation plans and determine if visible. 2) Get proof that First Aid training session was conducted in May.		Completed	Sept 2007 - 1) Factory has the evacuation plan posted in multiple locations. 2) Factory conducted first aid training.	September 2007 - Received photos of evacuation plan and first aid training session and list of who attended.	
Safety Equipment		All safety and medical equipment (such as fire lighting equipment, first aid kits, etc.) shall be in place, maintained as prescribed and accessible to the employees.	1) The first aid boxes were found to be empty. 2) The Fire extinguishers were not inspected since August 2006. 3) Some of the Fire extinguishers were found to be blocked.				Visual inspection			1) Fill first aid boxes and make sure they are filled regularly. Factory must develop a process and put it in writing for ensuring the regular inspection and stocking of first aid kits inside the factory. 2) Have fire extinguishers inspected on a regular basis. 3) Do not block access to the fire extinguishers.	4/1/2007	The first aid boxes in various departments are filled and the major requirement of first aid is fulfilled from discrepancy within the factory premises. The fire extinguishers are checked and refilled wherever necessary.		Completed	September 2007 - Factory has first aid kits and fire extinguishers. First aid boxes are being filled and fire extinguishers are inspected with records available.	September 2007 - Received photos of first aid kits and fire extinguisher placement and inspection tags. Received document with number of fire extinguishers in building.		
PPE		Workers shall wear appropriate protective equipment (such as gloves, eye protection, hearing protection, respiratory protection, etc.) to prevent unsafe exposure (such as inhalation or contact with solvent vapors, noise, dust, etc.) to hazardous elements including medical waste.	The noise level in the boiler room was high; however the workers inside the boiler room were found not using the ear plugs. Ear plugs were not provided to the workers who were working just outside the boiler room, though the noise level in that area was also found to be high.				Visual inspection, worker interview			Provide ear plugs to workers inside the boiler room.	4/1/2007		Necessary PPE provided to the employees for use while at work.		Completed	Sept 2007 - Workers are observed not wearing ear plugs in the boiler room. Factory requires earplugs to be worn in the boiler room. Factory needs to counsel employees on the hazards of not wearing ear protection.		
Chemical Management		All chemicals and hazardous substances should be properly labeled and stored in accordance with applicable laws. Workers should receive training appropriate to their job responsibilities, in the safe use of chemicals and other hazardous substances.	The workers knowledge with regard to safe handling and storage of chemicals were found to be negligible and the management had not provided any training with regard to safe use of chemicals.				Worker interview, management interview			The workers must be adequately trained in safe handling of chemicals. (Please submit documentation of training, including training materials, list of attendees, who conducted the training, and dates training were held).	4/1/2007	A program conducted on April 18, 2007 for awareness on chemical handling.		Completed	September 2007 - Conducted Chemical use training on April 18.	September 2007 - Received documentation of chemical use training included list of attendees, training materials,		
Worker Participation		Workers should be involved in planning for safety, including through worker safety committees.	The Worker Committee for Safety was non-functional as workers were not aware of the existence of the Safety Committee.				Worker interview, interview with the committee members			Factory to inform workers of the Safety Committee. (Please submit documentation of training, including training materials, list of attendees, who conducted the training, and dates training were held).	4/1/2007	A works committee meeting is scheduled on April 18, 2007.		Completed	Sept 2007-Factory conducted a safety committee meeting on 7/23.	Sept 2007 - Received list of topics covered.		

FLA Code/ Compliance Issue	Country/Law/Legal Reference	FLA Benchmark	Non-compliance	Risk of Non-compliance	IIR Findings			Sources/Documentation used for corroborating	Notable Features implemented by Factory Management or Company	PC Remediation plan	Target Completion Date	Remediation		Documentation	Status		Updates (December 2007)		Updates (October 2007)		
					Evidence of Non-compliance (unrecovered)	If not corroborated, explain why	Factory Response (Optional)					Company follow up (Cite date of follow up)	Completed/ Pending/ On-going		Company Follow up	Documentation	Company Follow up	Documentation			
<b>7. Freedom of Association and Collective Bargaining</b>																					
Employers will recognize and respect the right of employees to freedom of association and collective bargaining.																					
Other - Ineffective union																					
				The Factory has a union and also workers committee. However, the workers felt that both the union and the worker committee were not very effective and did not address issues, some of which were related to wages and the need to increase the number of swipe cards machines etc.				Worker interview, visual observations		Factory to review this issue and advise how to address factory worker concerns.	10/1/2007		Sept 2007 - Requested that the factory address the issue to make the union and worker committee more effective. Requested a plan in writing on how they will address this issue. Factory has committed to providing this by the end of September 2007.		Completed	Sept 2007 - Requested that the factory address the issue to make the union and worker committee more effective. Requested a plan in writing on how they will address this issue. Factory has committed to providing this by the end of September 2007.		October 2007 - Factory addressed the issue to make the union and worker committee more effective. Received a plan in writing indicating plans to make meeting more effective. One of the ways they plan to do this is by introducing workers committee members to the officers of the company. They also addressed and resolved issues the workers had such as snacks in the cafeteria and vacation over Dwell.	October 2007 - Minutes of worker committee.		
<b>8. Wages and Benefits</b>																					
Employers recognize that wages are essential to meeting employees' basic needs. Employees will pay employees, at a rate, at least the minimum wage required by local law or the prevailing industry wage, whichever is higher, and will provide legally mandated benefits.																					
Legal Compliance for holidays/leave																					
	Factories Act: Weekly Holiday: The Worker should have at least One whole day of holiday in a working week. The manager of the factory can deliver at the office of the inspector of his intention to require the workers to work on the Weekly off day. The displayed notice to that effect at the factory. No substitution to be made which will result in any worker working for more than 10 days consecutively without a holiday for a whole day.			The factory was working on a Sunday and instead of giving compensatory off the workers were given normal wages for Sunday working. The factory had not sought the permission from the concerned authorities for Sunday working.				Record review, management interview, workers' interview, external information gathering		Factory needs to seek the proper permission from the concerned authorities for Sunday work. Sept 2007 - Factory will not work on Sundays. If a need arises to work on Sunday, they will obtain the permission from the state government.	10/1/2007		The workers are given at least one weekly off.		Completed	Sept 2007 - Factory will not work on Sundays. If a need arises to work on Sunday, they will obtain the permission from the state government.		Sept 2007 - Payroll documents showing weekly time off and no Sunday work.			
Other - Unavailable records																					
				The records pertaining to the wages and benefits received by the contract workers were not available at the site.				Management interview, record review		Contractors need to provide records to the factory so they are available for review and documentation.	10/1/2007		The records are made available. All contractors have made the records available to the factory.		Completed	Sept 2007 - Contractor records are available.	Sept 2007 - Contractor records.				
<b>9. Hours of Work</b>																					
Except in extraordinary business circumstances, employees will (i) not be required to work more than the lesser of (a) 48 hours per week and 12 hours overtime or (b) the limits on regular and overtime hours allowed by the law of the country of manufacture or, where the laws of such country will not limit the hours of work, the regular work week in such country plus 12 hours overtime, and (ii) be entitled to at least one day off in every seven day period.																					
Overtime Limitations																					
				Except in extraordinary business circumstances, employees will (i) not be required to work more than the lesser of (a) 48 hours per week and 12 hours overtime or (b) the limits on regular and overtime hours allowed by the law of the country of manufacture or, where the laws of such country will not limit the hours of work, the regular work week in such country plus 12 hours overtime, and (ii) be entitled to at least one day off in every seven day period. An extraordinary business circumstance is a temporary period of extra work that could not have been anticipated or alleviated by other reasonable efforts.				It was reported by the workers that during peak production months the factory had overtime and Sunday working and hence there is a possibility of the total working hours exceeding the legal limit.	The in and out timings of the workers, however, during the record review did not reflect the same.		Factory must ensure all working hours are recorded accurately. Factory will investigate allegation of improper overtime records and ensure that overtime hours comply with local laws.	10/1/2007		The provisions of the Factories Act 1948 are followed for the compliance on payment of overtime wages.		Completed	Sept 2007 - Factory is paying overtime correctly and accurately.	Sept 2007 - Payroll records signed by employees showing overtime payment.			
Voluntary OT																					
				Overtime hours worked in excess of code standard will be voluntary.				Though the workers mentioned that overtime was not compulsory, there was no system in place that ensure that the Overtime was voluntary.		Management interview, workers' interview, record review		Factory must develop an overtime policy explaining workers right to refuse under defined circumstances. This should be communicated in workers handbook and through orientation training.	10/1/2007		The overtime is totally voluntary.		Completed	Sept 2007 - Factory has a policy in English that states that overtime is voluntary. Factory will translate this document by end of October 2007.	October 2007 - Factory has translated voluntary overtime policy to Gujarati. Received a copy of the overtime policy in Gujarati.	October 2007 - Received a copy of the overtime policy in Gujarati.	
<b>10. Overtime Compensation</b>																					
In addition to their compensation for regular hours of work, employees will be compensated for overtime hours at such premium rate as is legally required in the country of manufacture or, in those countries where such laws will not exist, at a rate at least equal to their regular hourly compensation rate.																					
OT Compensation																					
				The factory shall comply with applicable law for premium rates for overtime compensation.				The worker interview revealed that the workers were getting normal wages for the overtime work done.	However, the record review showed that the workers got OT premium and the workers had acknowledged the receipt of the same.		Factory will investigate allegation of improper overtime records and ensure payment to workers for all arrears dues, if any.	10/1/2007		The overtime compensation is paid in accordance with the provisions of the law.		Completed	Sept 2007 - Factory is paying overtime correctly and accurately.	Sept 2007 - Payroll records signed by employees showing overtime payment.			