

FLA Audit Profile		IEV Profile
Country	Honduras	Honduras
Factory name	070229332E	070229332EV
IEM	ALGI	ALGI
Date(s) in facility	July 12-14, 2006	March 13, 2008
PC(s)	Nike, Inc., Reebok	Nike, Inc., adidas AG
Number of workers	1820	
Product(s)	Sportswear	
Production processes	Cutting, Sewing, Assembly, Printing, Packing, Warehouse	

FLA Code/Compliance Issue	Country Law/Legal Reference	FLA Benchmark	Noncompliance	Risk of Noncompliance	IEM Findings				Remediation				[Status]	Third-Party Verification			Company Verification Follow Up		
					Evidence of Noncompliance (Uncorroborated)	If Not Corroborated, Explain Why	Sources/Documentation Used For Corroborating	Notable Features	PC Internal Audit Findings (Optional)	PC Remediation Plan	Target Completion Date	Factory Response (Optional)		Company Follow Up (August 23, 2007)	Documentation	Completed, Pending, Ongoing	External Verification (March 13, 2008)	Documentation	PC Remediation Plan
1. Code Awareness																			
Confidential Noncompliance Reporting Channel		FLA Principle of Monitoring, Obligation of Companies: 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 company on noncompliance with workplace standards, with security that they shall not be punished or prejudiced for doing so.	Monitor did not observe a hotline in workplace or any other type of mechanism implemented by the Participating Companies (PCs). No visual confirmations of confidential noncompliance reporting mechanisms structured by PCs. Per management, whenever there is a visit of PCs, auditors will leave a business card with phone number to be contacted in case of need. Only employees with business cards will have access to directly contact PCs.			Worker and management interviews; facility walkthrough			PCs ask workers to contact them at their will should they feel compelled to do so. Though it is true that on visits and audits, PC staff hand out cards with contact information (names, numbers, email) to as many workers as they engage, it is also true workers are encouraged to share this information with fellow workers. This information is also available to workers through key contacts from Factory Management team and/or Worker Organization. In addition, Reebok Code of Conduct (COC) includes sticker with regional manager's contact information.	Ongoing		During last visit, Nike auditor interviewed a few employees and provided them with business cards. In addition, adidas Group has sent an "Open Letter to Workers" to all suppliers. Suppliers then returned to post "Open Letter to Workers" containing a summary of adidas Group labor and HRSE requirements to factory management, as well as contact information of adidas' compliance team. Factory management has been required to post "Open Letter to Workers" in areas accessible to workers for their review.	Verification: Auditor leaves business card.	Completed	Corrected: adidas Group "Open Letter to Workers" in Spanish, posted in 3 principal and accessible areas; later includes adidas compliance team contacts (names, numbers, email). Also, 4 of 35 interviewees confirmed company provided business cards during their interviews.	Walkthrough, worker interviews			
Internal Grievance Communication System						[Factory] organized daily radio talk from 7-8am. This allows employees to be informed of company policies and special events. Also, it is used for bringing up issues and topics employees are interested in presenting to management.									New Finding: Workers do not feel that complaints placed in suggestion box are reaching higher management and would like to have an option to do so.	Worker interviews	Keep record of all meetings of communication between employees and management.	May 27, 2008 Completed: Factory has established new channel of communication with employees, known as "round table"; they have already met 4 times. Meetings are every 15 days, randomly between employees and management. Union has no complaints on new system. Communication has increased, as most cases can be solved in same meeting. Some interviewed employees mentioned they feel like system is working, as have a new channel to give their grievances.	Worker and management interviews
2. Forced Labor																			
There will not be any use of forced labor, whether in the form of prison labor, indentured labor, bonded labor or otherwise.																			
3. Child 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 higher than 15.																			
Age Documentation		Employees will maintain proof of age documentation for all workers, such as a birth certificate, which verifies date of birth.	Although facility has policies and designated person to oversee subcontractors, it has not implemented an effective mechanism to ensure compliance with code. [Auditor identified that at least 1 cafeteria employee regularly works approximately 75 hours per week. This employee, who is 19 years old, has been working in factory for 3 years, meaning he was hired as a juvenile worker restricted to limited number of work hours.]			Review of commercial contract between [factory name] and subcontractor. Employee interview.			Factory has to establish new control in order to prevent subcontractor from hiring underage employees.	11/24/06		Factory is reviewing age of subcontractors in order to prevent third party from hiring underage employees.	Verification: Observation	Completed	Corrected: Factory has implemented control system to verify that cafeteria management does not hire underage employees. They check workers' ages by reviewing their files and walking through facility to verify there are no young workers on site. Cafeteria workers' shift is from 9am-3pm, which is within legal limit of work hours.	Personnel files, worker interviews			
4. Harassment or Abuse																			
Every employee will be treated with respect and dignity. No employee will be subject to any physical, sexual, psychological or verbal harassment or abuse.																			
Record Maintenance		Employees will maintain written records of disciplinary actions taken.	Although 90% of personnel files kept with all the pertinent documents and forms, 2 folders reviewed observed missing disciplinary allegations.			2 personnel folders reviewed found missing allegations made against employee and evaluation for dismissal.			Factory must keep evidence of all evaluations, allegations, or any information that could result in personnel dismissal. In order to comply with this, we recommend: 1) Factory immediately review disciplinary policy, procedures and implementation to find and fix gaps that caused lack of documenting alleged verbal warnings; 2) Factory to assign someone accountable for each step in process and to define how disciplinary policies, procedures and practices are to be analyzed to identify if they are being applied consistently, and whether they are getting desired behaviors and needed documentation.	12/15/06		Factory already has procedure in order to keep evidence of information when an employee is dismissed. They have a format for last interview when employee decides to leave factory. Last interview is conducted by HR Manager, who also reviews every dismissal case.	Progress: Observation and documentation	Completed	Corrected: Auditor reviewed 8 files containing disciplinary warnings, including verbal warnings. Files of workers who had resigned (facility has not fired or dismissed any employees since June 2007) contained forms with exit interview, HR Manager comments, and if the case, comments from worker.	Worker interviews, worker files			
Verbal Abuse															New Finding: Production Manager and assistant verbally abuse workers; they are rude and shout at them.	Worker interviews	Factory must investigate what happens with this manager; if this happens, factory should provide training to Production Manager on how to address employees and on abuse policy.	July 24, 2008 Completed: Union and factory investigated this incident. As a result, they start training to all supervisors on how to speak to employees to prevent this kind of situation from happening again.	Management and union interviews
5. Non-discrimination																			
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.																			
6. Health and Safety																			
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.																			
Evacuation Procedure	Part V, Chapter 1: Occupational Health and Safety	All applicable legally required or recommended elements of safe evacuation (posting of evacuation plans, unblocked aisles/exits, employee education, evacuation procedures, etc.) shall be complied with and workers shall be trained in proper safety, first aid, and evacuation procedures.	Embroidery department has 1 designated exit. There is a secondary door in same room, but it is not designated or used as secondary means of egress.			Facility walkthrough			Factory to immediately make appropriate changes in secondary door of embroidery department to be used as an emergency exit. Documentation to be submitted: Pictures of emergency exit.	12/15/06		Factory made secondary door in embroidery department.	Verification: Observation and photos	Completed	Corrected: There are 2 designated exits in Embroidery Department.	Facility walkthrough			
Personal Protective Equipment (PPE)	Part V, Chapter 1: Occupational Health and Safety	Workers shall wear appropriate protective equipment (goggles, eye protection, hearing protection, respiratory protection, etc.) to prevent unsafe exposure (inhalation or contact with solvent vapors, noise, dust, etc.) to hazardous elements including medical waste.	In embroidery department, there is a spray machine that utilizes AKA (toxic material) for stain removing activities. Said activity takes place within work area with no Material Safety Data Sheets (MSDS) displayed and no PPE available for workers.			Facility walkthrough			Where chemicals being used, it is necessary to have MSDS posted and provide employees necessary PPE. Also, we recommend management provide training, including appropriate use of PPE based on MSDS indications.	11/24/06		Factory provided training to employees and supervisors in order to prevent employees from working without PPE as per MSDS. MSDS for spot cleaning posted and supervisor has task of ensuring all employees in this area wear their PPE.	Verification: Observation	Completed	Pending corrective action: In spot cleaning room: a) Only 1 MSDS posted, it is not legible; facility needs to post legible MSDS for all chemicals being used; b) No sign indicating what PPE must be used; c) Workers handling chemicals not wearing gloves and aprons; d) 4 employees working in spot cleaning room interviewed; they indicated no training had been provided.	Facility walkthrough, documentation, interviews	Provide training to employees on how to use PPE. Additionally, make MSDS accessible for employees of this area.	May 27, 2008 Completed: a) Completed. Factory has enough MSDS posted on walls of spot cleaning area. They are legible and contain all chemicals in use in this area. b) Completed. Factory has posted proper PPE that needs to be used in spot cleaning area. c) Completed. All employees in spot cleaning area are using their PPE as is required. d) Completed.	Visual review, worker and management interviews
Ventilation/Electrical Facility Maintenance	Part V, Chapter 1: Occupational Health and Safety	All ventilation, plumbing, electrical, and lighting services shall be provided and maintained to conform to applicable laws and prevent hazardous conditions to employees in facility.	In embroidery department, there is a section that uses a spray machine that utilizes AKA (toxic material) for stain removing activities. Said activity takes place within work areas with zero ventilation or exhaust system. Exposure of fumes while in use creates a health hazard to employees in area.			Facility walkthrough			Factory management to: 1) Install mechanical air exhaust system that would prevent or reduce worker exposure to chemical fumes or 2) Reconsider relocation of spot cleaning station, where workers will not be exposed to these chemicals. Please advise of your plan as soon as possible and provide with supportive documentation.	11/24/06		Spot cleaning area removed from embroidery department and sent back to spot cleaning area, where all spot cleaning has to be done.	Verification: Observation	Completed	Corrected: Spot cleaning area has been moved to separate room. Pending corrective action: Part 4 workers from this area, exhaust system does not absorb toxic gases properly. Auditor verified there was a strong smell in the area.	Facility walkthrough	Factory should fix exhaust system in order to prevent strong smell in spot cleaning area. Additionally, should be a preventive maintenance program to ensure machines are working properly.	May 27, 2008 Completed: Exhaust machine working properly. Strong smell of chemicals not detected. Factory has a maintenance program that prevents this situation from happening again. Suppliers come back every 2 months to ensure that exhaust systems keep working as they should.	Maintenance report
Ventilation/Electrical Facility Maintenance	Part V, Chapter 1: Occupational Health and Safety	All production machinery and equipment shall be maintained, properly guarded, and operated in a safe manner.	5 sewing machines observed missing bottom pulley guard.			Facility walkthrough			Factory management to create policies and procedures requiring that all machines are fitted with all safety devices, including bottom pulley guards in sewing machines. Factory to implement plan outlining the following: a) what safety devices and PPE needed based on type of machine used; b) routine inspections and maintenance of safety devices on all machines; c) worker training plan including identification of safety devices and procedures to communicate when they are no longer functional; and d) assign someone responsible for plan implementation.	12/15/06		Factory fixed sewing machines. Also, factory made all employees verify and sign letter mentioning that machines are in good shape and have all safety measures. Factory established maintenance program in order to keep machines in good shape. Additionally, they started a campaign with employees conveying the importance of keeping machines in good shape.	Verification: Observation and documentation	Completed	Pending corrective action: a) 70% of machines do not have needle guards; b) Per interviews with 4 mechanics and HR manager, facility does not have policy requiring all machines to be fitted with safety devices; c) Facility does not conduct routine inspections and maintenance of safety devices; d) Facility has not appointed someone to be responsible for proper maintenance of machines.	Facility walkthrough, worker and union representative interviews	1) Factory management should check all machines to ensure they have needle guards; those missing needle guards should be equipped with new ones; 2) Factory should reinforce training on proper program records, etc. use of machines and importance of why employees should not take protection out of machines; 3) Start new program where supervisors/managers are more involved in reviewing machines and keeping them in good condition.	July 24, 2008 Completed: 1) Factory has maintenance program for all machines and keeps track of every breakdown and how they fix machine; 2) Information is included in handbook and factory is providing training to all employees on proper use of machine guards; 3) Supervisors are reviewing that employees are not taking off needle guards.	Maintenance report, management interview
Sanitation in Dining Area	Part V, Chapter 1: Occupational Health and Safety	All food preparation shall be prepared, stored, and served in a sanitary manner in accordance with applicable laws. Safe drinking water should be available in each building.	Although visit to cafeteria and kitchen area did not reflect unsanitary conditions, accidentally drain cover left open, which allowed presence of at least 1 cockroach in food preparation area.			Unannounced cafeteria and kitchen visit			Management to implement fumigation plan to prevent insect infestations, especially in dining and kitchen areas.	12/15/06		Factory has fumigated kitchen and dining areas.	Verification: Observation and documentation	Completed	Corrected: Cafeteria and sitting area fumigated at least 4 times per year; last fumigation was February 2, 2008. Certificate was posted.	Facility walkthrough			
7. Freedom of Association and Collective Bargaining																			
Employers will recognize and respect the right of employees to freedom of association and collective bargaining.																			
Employer Interference in Registration		Employer will not interfere, to the detriment of worker's organizations, with government registration requirements regarding formation of workers' organizations.	Line supervisor and employees created and distributed a sheet to acquire signatures for the desire not to form a union.			Union delegate and non-union employee interviews confirmed there was a form passed down in April 2006 expressing worker dissatisfaction with union. Management also confirms existence of this form, but mentioned form and activity were initiated by workers without interference or instruction from management. Union delegates felt this activity was initiated within workers and by supervisors, not manipulated by senior supervisors or managers.			Factory management to continue sharing freedom of association (FOA) policy to worker awareness increased. Policy to be enhanced by a) defining purpose of and channels for 2-way communication between workers and management on welfare and production issues; b) defining purpose and obligations for non-retaliatory to protect employees against negative consequences for open communication; c) defining conditions under which employees able to select representatives and/or participate in factory problem-solving mechanisms; d) design someone responsible for policy/procedures implementation; and e) creating employee training plan. Documentation to be submitted: Enhanced policies and procedures on FOA and worker representation, including employee training plan.	10/20/06		Factory is in negotiation with new union on collective bargaining agreement (CBA). Factory expects they will finish negotiation of CBA with union in 4 or 5 months. They have made good progress and already covered 50% of demands of CBA. Also, factory has included in induction a formal provided to new hires with rules of factory and a mention that factory has a union. Also, factory made communication campaigns with their radio show about union and the free will to join or not join.	Verification: Observation and documentation	Ongoing	Corrected: All workers receive induction when plant opens; induction formal includes factory rules section mentioning factory has union and that there will be no retaliation against union members or for using open channels of communication. Workers receive copy of this manual and sign record. Factory offers training on policies regularly and registers assistance. Factory makes daily communications about FOA through PA system and via posting. In June 2006 union and factory agreed to a CBA; this was reached through direct meetings between union and factory management. Each manager responsible for implementation of policies and procedures, but compliance department codifies and follows up on them. There is a training program in place.	Documentation, worker and union representative interviews			

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Unfair Dismissal		Employer will not dismiss, discipline, or otherwise coerce or threaten workers seeking to form, join or participate in workers' organizations.	Line supervisor may have recommended the lay-off of an employee for union participation.					Union delegate allegations, personnel file review. Monitor reviewed [Employee name]'s personnel files indicating worker was no longer an active employee and had been laid off in June 2006. Per HR Manager, there was a downsizing in printing department; worker was only employee laid off in printing department. [Employee name]'s personnel files did not contain any written reason for lay off, other than letter indicating mutual agreement. [Employee name]'s personnel files also did not register any disciplinary measures against worker. Per HR Manager, recommendation came from Floor Supervisor, but no written evidence of this recommendation or evaluation placed in [Employee name]'s files. Per HR Manager, no relocation considered for [Employee name].			See above.	12/15/06				Facility holds round table meeting (workers and employees) to have more effective communication (assistance is registered). Supervisors hold 5 minute meetings with their production lines to motivate them and to give them an opportunity to voice their opinions and to solve any conflicts, etc. Assistance is registered.		Documentation: worker and union representative interviews			
Union Harassment		Employer will not dismiss, discipline, or otherwise coerce or threaten workers because of their exercise of right to FOA. When union officers are dismissed, demoted or otherwise suffer loss of rights at work, monitor should look with special attention at the possibility of anti-union discrimination.	Line supervisor, [Employee name], accused of harassment against union delegates.					Union delegate interviews and some union affiliates raised complaints for constant harassment allegedly made by most line/module supervisors. Non-union employees did not raise any issues related to anti-union behavior by supervisors. Auditor reviewed [Employee name]'s personnel file. File contained letter of resignation dated July 3, 2006. [Employee name] did not have any type of disciplinary action, even though HR Manager acknowledged having received complaints against him.			See above.	12/15/06			Corrected: Union delegates and union affiliates confirmed harassment stopped around August 2006. Non-union employees did not raise any issues related to anti-union behavior. Supervisors received special training on proper way to relate to union delegates and associates.		Worker and union representative interviews				
Other			Monitor reviewed companies policies posted on bulletin boards and manuals provided to workers and found that topic of FOA is not mentioned or displayed. Specific training on FOA to line supervisors has not been implemented.					Interviewees claim that although there is a good relationship with upper management, there is a need to have policies related to FOA clearly defined and to provide training to all line supervisors.			See above.	10/20/06		Factory communicates to its entire workforce its FOA policy, which indicates workers are free to choose to join union or to not join.		Corrected: Factory communicates its FOA policy to all workers during induction process, through PA system (radio show) and via posting (FOA policy is posted in 4 prominent places in facility).		Facility walkthrough, worker and union representative interviews			
8. Wages and Benefits																					
Employers recognize that wages are essential to meeting employees' basic needs. Employers will pay employees, as a base, at least the minimum wage required by local law or the prevailing industry wage, whichever is higher, and will provide legally mandated benefits.																					
Payment of Legal Benefits	Art 339 (Holidays): Holidays must be compensated computing average of regular plus OT earned during immediate preceding week. Art. 340: If holiday worked, payment must be at 200% over regular rate and must receive additional day off.	Legally mandated benefits will be provided or paid in full within legally defined time periods.	Holiday pay required to be calculated as average (regular + OT) from preceding week. [Factory name] calculated October 2006 holiday from a non-corresponding week. Average calculated was lower than corresponding week, resulting in lower payment for a number of employees.					Employer interview, analysis of October 2006 payroll			Holiday must be calculated as law establishes, obtaining average from preceding week.	12/15/06		Factory made necessary changes in order to pay OT according to labor law of Honduras.	Verification: Observation, Factory to send payroll documentation to PCs to verify change.	Ongoing	Corrected: Factory structured payroll system to include average (regular and OT wages earned) when paying holidays. Calculation of last holidays paid, New Year, was correct.		Payroll documents of last payment of January and February 2008. Worker interviews.		
Legal Compliance for Holiday/Leave	Art. 346 (Vacation): Periods of vacation entitlement: after: 1 year service, 10 days; 2 years service, 12 days; 3 years service, 15 days; 4 years service, 20 continuous labor days. Art. 348: It is forbidden to compensate vacation with monetary payments, special circumstances may be permitted by Ministry of Labor.	Workers will be paid for holidays and leave as required by law.	1) Although vacations paid in full, requirement of not working on these days not fully practiced at [Factory name]. There is policy of collective vacation, where all workers have approximately 10 days off in December. Practice violates local regulations for employees who have more than 1 year in service and whose accumulation of vacation is higher than 10 days.					Employee/employer interviews, review of company policy, payroll review			1) Factory management to commit to providing vacation days on basis of seniority. 2) Factory must review how many employees need to take days of vacation according to law and let them take their rest days. 3) Make policy to establish days off (vacations) according to years of service.	12/15/06		This issue is delayed, as factory management and union in disagreement over vacation policy. Factory management created new vacation policy that will be applied once union and management agree. This policy is according to labor law of Honduras.	Verification: Observation and documentation	Ongoing	Corrected: Facility provides 10 days of vacation during Christmas. Employees entitled to additional days off can take these days at Easter.		Personnel files; documents; worker, union representative and HR Manager interviews		
Legal Compliance for Holiday/Leave	Art. 95, Section 2: Employee is entitled to full remuneration corresponding to any time for which they have not worked for reasons attributable to employer.		2) On sporadic occasions 1 or 2 production lines and some employees who cannot be relocated are sent home due to lack of material (threads, cut goods, etc). Although facility compensates for complete week, including hours employees sent home, affected workers required to come on following Saturday and work missing hours to make up for lost time. Interviewed employees feel this is unfair.					Monitor reviewed payroll records, payments of wages and further interviewed management in relation to this specific issue. Confirmed and acknowledged that workers required to make up for time lost. Last occurrence took place Monday July 10, 2006.			Factory management to secure overtime premium rate if workers are voluntarily working on a Saturday.	12/15/06		Factory compensated their employees based on Honduran labor law.	Verification: Observation	Ongoing	Corrected: Facility has not engaged, as of December 2006, in sending employees home if work is not available. If facility works on Saturdays, all payments are made in accordance to local regulations.		February 2008 payrolls, worker and union representative interviews		

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Legal Compliance for Holiday/Leave	Art 338: An employee must have a day of rest after a 6-day week.		3) Although monitor does not identify this as a company practice, Sunday was worked during month of December 2005 prior to holidays in Packing Department. Said employees worked continuously for 7 days prior to holidays.					Interviews, signed sheet review				Factory must ensure that all employees are able to take their days off according to law.	12/15/06		This issue is now delayed by union. Union does not want to follow proposal and they are including this topic in their CBA. This is going to take more time.	Verification: Observation	Ongoing	Corrected: Facility has not engaged in Sunday work since December 2006.	Payrolls; worker and union representative interviews			
8. Hours of Work																						
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	Art 333 (Overtime): Overtime is regulated under following conditions: same employee cannot work overtime more than 4 times during the same work week.	Except in extraordinary business circumstances, employees will (i) not be required to work more than lesser of (a) 48 hours per week and 12 hours OT or (b) limits on regular and OT hours allowed by law of country of manufacture or, where laws of such country will not limit hours of work, regular work week in such country plus 12 hours OT; and (ii) be entitled to at least 1 day off in every 7 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.	Although overtime is properly tracked, it is not in compliance with law, as it exceeds 4 times per week maximum allowed by law. This condition is not a common practice, but occurs randomly throughout year.					Employee and employer interviews; payroll record review; time ledger review				Overtime hours have to be tracked in order to not exceed 4 times per week according to law. Assign someone responsible for policy and procedures implementation. Analyze if it is necessary to make changes to overtime policy and procedures according to labor law regulation.	11/24/06		In order to achieve compliance with OT hours, factory opened a different shift in critical areas such as packing.	Verification: Observation	Completed	Corrected: As of December 2006, overtime hours do not exceed 4 times per week as required by law. Facility has added a second shift to avoid need to work overtime.	Payroll and time record review; worker interviews			
10. Overtime Compensation																						
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	Art. 330: Overtime hours must be remunerated at 125% of regular wages if OT worked during dayshift schedule, 150% during dayshift schedule when OT hours extend into night schedule, or 175% for OT work performed during night shift.	Factory shall comply with applicable law for premium rates for overtime compensation.	Mechanics do not get compensated for overtime work for time worked after regular shift finishes at 4:40pm (Monday to Friday), unless they work past 5:30pm. Saturday is considered overtime for all hours worked.					Employee (mechanic) and management interviews; payroll review of mechanics				All employees should be compensated for overtime according to law.	11/24/06		Factory is compensating their mechanics based on Honduran labor law, which means mechanics get paid for all overtime worked once their shift ends.	Verification: Observation	Completed	Corrected: All mechanics are properly paid for overtime as of December 2006.	February 2008 payroll review; worker interviews			
11. Miscellaneous																						