
Auditee :	Nazkaya Ambalaj San.Ve Tic. A.S.
Audit Date From :	21/10/2019
Audit Date To :	21/10/2019
Expiry Date of the Audit :	Please refer to the producer profile in the amfori BSCI platform
Auditing Company :	Intertek
Auditor's Name(s) :	ARI MANUK KOLANCIYAN(Lead), Banu Korkmaz
Auditing Branch (if applicable) :	Intertek Turkey



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Rating Definitions



Rating	A combination of ratings per Performance Area where:	Consequence
A Very Good	<ul style="list-style-type: none"> Minimum 7 Performance Areas rated A No Performance Areas rated C, D or E These are three examples: A B B B A A A A A A A B B B B B B B	The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.
B Good	<ul style="list-style-type: none"> Maximum 3 Performance Areas rated C No Performance Areas rated D or E These are three examples: A A A A A A B B B B B B B A A A A A B B B B B B B C B B B B B B B B B B C C C	The auditee has the level of maturity to maintain its improvement process without the need for a follow-up audit.
C Acceptable	<ul style="list-style-type: none"> Maximum 2 Performance Areas rated D No Performance Areas rated E These are three examples: A A A A A A A A A C C C C A A A A A B B B B C C C D C C C C C C C C C C D D	The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.
D Insufficient	<ul style="list-style-type: none"> Maximum 6 Performance Areas rated E These are three examples: A A A A A A A A A A D D D A A A B B B C C C D D D E D D D D D D D E E E E E E	The auditee needs follow up to support its progress. Following the completion of the audit, the auditee develops a Remediation Plan within 60 days.
E Unacceptable	<ul style="list-style-type: none"> Minimum 7 Performance Areas rated E These are three examples: A A A A A A E E E E E E E A A B B C D E	amfori BSCI Participants shall closely oversee the auditee's progress as the producer may represent a higher risk than other business partners.
Zero Tolerance	A Zero Tolerance issue was identified (see amfori BSCI System Manual Part V – Annex 5: amfori BSCI Zero Tolerance Protocol)	Immediate actions are required. The amfori BSCI Zero Tolerance Protocol is to be followed.

Main Auditee Information

Name of producer :	Nazkaya Ambalaj San.Ve Tic. A.S.		
DBID number :	366063		
Audit ID :	165456		
Address :	Kavakli San. Bolgesi Fulya Cad. Hazar Sok. No:4 Silivri		
Province :	Istanbul	Country :	Turkey
Management Representative :	UMUR COSKUN		
Contact person:	TANER KOCA	Sector :	Non-Food
Industry Type :	Plastic Industry	Product group :	Plastic and articles thereof
Product Type :	Cutlery, cups		

Audit Details



Audit Range :	<input checked="" type="checkbox"/> Full Audit	<input type="checkbox"/> Follow-up Audit	
Audit Scope :	<input checked="" type="checkbox"/> Main Auditee	<input type="checkbox"/> Main Auditee & Farms	
Audit Environment :	<input checked="" type="checkbox"/> Industrial	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Small Producer
Audit Announcement :	<input checked="" type="checkbox"/> Fully-Announced	<input type="checkbox"/> Fully-Unannounced	<input type="checkbox"/> Semi-Announced
Random Unannounced Check (RUC) :	No		
Audit extent (if applicable) :	none		
Audit interferences or contingencies (if applicable) :	none		
Overall rating :	B		
Need of follow-up :		If YES, by :	

Rating per Performance Area (PA)												
PA 1	PA 2	PA 3	PA 4	PA 5	PA 6	PA 7	PA 8	PA 9	PA 10	PA 11	PA 12	PA 13
C	C	A	A	A	A	A	A	A	A	A	A	A

Executive summary of audit report

NAZKAYA AMBALAJ is established in 2011 in Buyukcekmece / Istanbul, and moved to current address (Silivri /Istanbul) in 2015. They are producing plastic fork, spoon, knife, glass etc. There are totally 36 employees. The facility is operating in a concrete building with 4 floors and 3750 sqm closed area. The building layout;
 Basement floor: Production
 Entrance floor: Offices, Warehouse
 1st floor: Offices, Warehouse
 2nd floor: Lunch hall, Set production area(Packing area), Doctor room

Working hours system
 08:00-16:00 (including 30 minutes meal break) x 6 days a week (Production)
 08:00-17:00 (including 60 minutes meal break and 15x2 tea breaks) x 6 days a week (Management)

Payments were done on 5th of each month officially via bank accounts.

**** Performance Areas – Current Status:

* PA3
 No evidence of restriction or discrimination was observed regarding the freedom of association or collective bargaining. Grievance mechanism was working properly with documented records, meetings. Documented procedures, worker representative election records, recruitment procedure, meeting records were reviewed.

* PA4
 No kind of discrimination was observed. The facility has related procedures (e.g. Employment procedure, dismissal procedure). Discipline procedure included the list of disciplinary rules and resulting penalties and was communicated to employees & management. Management and workers were trained regarding discrimination. Training records, meeting records, disciplinary procedures, grievance records were reviewed.

*PA6
 Facility has established an adequate control system on overtime practices. Working practices were limited with legal limits. Electronic time card time recording system was used, time records, production plans, working rules, documented overtime procedure, accident records were reviewed.

*PA8
 There was no child labor in the facility. There was written policy and procedure against child labor. Remediation plan about child labor was available. Documented procedures, remediation plan and employment procedure were reviewed. Age-verification (ID card copies) were reviewed in personal lists and personal files.

*PA9
 All employees are above the age required by local law. The hiring age policy of the facility was 16 years old and above. There was 1 juvenile worker. ID card copies, personal files, recruitment procedure, training records, personal lists, risk assessment were reviewed. Juvenile workers were trained regularly.

* PA10
 Employment contract was available for each employee and it was compliant with regulations. All employees were registered to social security system. Orientation trainings were given at the beginning of the employment. Labor contracts including migrant workers, social insurance records, training records, recruitment and dismissal procedures and records were reviewed.

* PA11
 Orientation training was given to employees at the beginning of the employment. No kind of forced labor was observed. Workers can leave the premises after working hours. Human resource was aware of the additional risks of employing migrant workers. Training records, disciplinary procedures,

employment contracts were reviewed.

*** PA12**

Environmental permit was available and valid. Solid wastes were stored in approved temporary storage areas and given to authorized agencies for disposal. Environmental trainings, emergency plans were prepared. Environmental impact assessment and internal audits were performed by environmental engineer. Environmental impact assessment record, permits, waste records with contracts, environmental procedure, training records, external complaint mechanism records were reviewed.

*** PA13**

The management was transparent during the audit process. Documented anti-bribery and corruption policy, procedures and risk assessment were available, and training records were reviewed.

Auditor Note regarding documents;

• Those documents below were not uploaded in system due to fact that they were not applicable.

- Agency labor contract
- Government waivers
- Dormitory
- CBA
- Inconsistency between records...etc.

• Those documents below were not uploaded in system due to the practice of protection of personal data such as documents containing personnel information as,

- Working hours (attendance)
- Wages/payroll

• Those documents below were not uploaded in system due to related noncompliance

- Business license

Auditors APSCA Number:

ARİ KOLANCIYAN RA21701535

BANU KORKMAZ RA21701415

Ratings Summary



Auditee's background information			
Auditee's name :	Nazkaya Ambalaj San.Ve Tic. A.S.	Legal status :	incorporated company
Local Name :	Nazkaya Ambalaj San.Ve Tic. A.S.	Year in which the auditee was founded :	2011
Address :	Kavakli San. Bolgesi Fulya Cad. Hazar Sok. No:4	Contact person (please select) :	TANER KOCA
Province :	Istanbul	Contact's Email :	tanerkoca@nazkaya.com
City :	Silivri	Auditee's official language(s) for written communications :	Turkish
Region :	Middle East/ North Africa	Other relevant languages for the auditee :	English
Country :	Turkey	Website of auditee (if applicable) :	www.nazkaya.com
GPS coordinates :	41°04'21.6"N 28°19'13.4"E	Total turnover (in Euros) :	6500000.00
Sector :	Non-Food	Of which exports % :	100.00
Industry :	Plastic Industry	Of which domestic market % :	0.00
If other, please specify :	NA	Production volume :	120 ton / month
Product Group :	Plastic and articles thereof	Production cost calculation :	Yes
If other, please specify :	NA	Lost time injury calculation cost :	Yes
Product Type :	Cutlery, cups		

Auditee's employment structure at the time of the audit			
Total number of workers :	36	Total number of workers in the production unit to be monitored (if applicable) :	0
		MALE WORKERS	FEMALE WORKERS
Permanent workers		24	12
Temporary workers		0	0
In management positions		6	4
Apprentices		0	0
On probation		8	0
With disabilities		2	0
Migrants (national citizens)		0	0
Migrants (foreign citizens)		7	0
Workers on the permanent payroll		24	12
Production based workers		0	0
With shifts at night		0	0
Unionised		0	0
Pregnant		-	0
On maternity leave		-	0

Finding Report



Performance Area 1 : Social Management System and Cascade Effect

Full Audit [Audit Id - 165456] Audit Date: 21/10/2019 PA Score: C

Deadline date:31/03/2020

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Facility has social compliance management system, there was an appointed responsible person for management sytem however based on satisfactory evidence through site tour, documents review and employee interviews and management interview, the main auditee partially respects this performance area.

- 1.1 - BSCI PRINCIPLES 1.1.** The facility should have an efficient management system to BSCI values are implemented. - There was no written procedure regarding management of current / future sub-contractors and suppliers that might be used. -There was no internal audit and internal audit plan for social compliance issues. - The facility has social compliance management system however there are gaps. Please refer to issues that need to be corrected in PA 1,2,5,7 This question was rated as partially because facility has a social compliance system.
BSCI GEREKLILIKLERI 1.1. Bulgu: - Mevcut / ileride kullanabilecek tedarikçilerin, taşeronların ve fasonların yönetimine ilişkin yazılı bir prosedür bulunmamaktadır. -Firmada sosyal uygunluk konuları için iç denetim ve iç denetim planı mevcut değildir. - İşletmede bir sosyal uygunluk yönetim sistemi mevcuttur ancak sistemde iyileştirmesi gereken açıklar mevcuttur. Lütfen performans alanı 1,2,5,7'deki düzeltilmesi gereken konulara bakınız.
- 1.3 - BSCI PRINCIPLES 1.3.** There should be satisfactory evidence that the auditee has a good overview of the significant business partners and their level of alignment with the BSCI Code of Conduct. Finding: - There is no supply chain mapping conducted. -There is no written procedure regarding social compliance management system for selecting and assessing the suppliers and subcontractors. Current procedures and assessment records includes only quality issues. This question was rated as partially because BSCI COC were shared to suppliers and signed by some of them.
BSCI GEREKLILIKLERI 1.3. Bulgu: - İşletmede tedarikçi haritalandırması yapılmamıştır. -İşletmede tedarikçi ve fasonların sosyal uygunluk açısından seçme ve değerlendirmeyle ilgili yazılı bir prosedür bulunmamaktadır. Mevcut prosedür ve değerlendirme tamamen kalite konuları odaklıdır.

Remarks from Auditee:

Performance Area 2 : Workers Involvement and Protection

Full Audit [Audit Id - 165456] Audit Date: 21/10/2019 PA Score: C

Deadline date:21/01/2020

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

There was worker representation system, suggestion and complaint box, open door policy however based on satisfactory evidence through site tour, documents review and employee interviews and management interview, the main auditee partially respects this performance area.

- 2.2 - BSCI REQUIREMENT 2.2.** There should be satisfactory evidence that the auditee defines long-term goals for protecting workers in line with the aspirations of the BSCI Code of Conduct. Finding: - It was noted that the no long-term goals , vision and mission for protecting workers were not defined in line with the aspirations of the BSCI Code of Conduct in the facility. - There is no strategic plan in line with the goals - The workers and workers representatives are not involved in defining goals. This question was rated as no because there was no defined goals.
BSCI GEREKLILIKLERI 2.2. Bulgu: - İşletmede çalışanları korumaya yönelik BSCI Davranış Kuralları uyarınca uzun dönemli hedefler, vizyon ve misyon belirlenmemiştir. - İşletmede belirlenen hedefler doğrultusunda bir çalışma planı mevcut değildir. - İşletmede BSCI kuralları uyarınca belirlenen hedeflerin oluşturulmasında ve gerçekleştirilmesinde çalışanların ve temsilcilerin uygulamalara dahil edilmediği görülmüştür.
- 2.5 - BSCI PRINCIPLES 2.5.** Auditee should establish, or participates in, an effective operational-level grievance mechanism for individuals and communities. Finding: - The grievances which are done regarding open door policy are not kept. This question was rated as partially because suggestion box records were available.
BSCI GEREKLILIKLERI 2.5. Bulgu: -İşletmede açık kapı politikasına ilişkin yapılan şikayetler kayıt altına alınmamaktadır.

Remarks from Auditee:

Performance Area 3 : The rights of Freedom of Association and Collective Bargaining

Full Audit [Audit Id - 165456] Audit Date: 21/10/2019 PA Score: A

Deadline date:

GOOD PRACTICES:

AREAS OF IMPROVEMENT:

Remarks from Auditee:

Performance Area 4 : No Discrimination	
Full Audit [Audit Id - 165456] Audit Date: 21/10/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
Remarks from Auditee:	
Performance Area 5 : Fair Remuneration	
Full Audit [Audit Id - 165456] Audit Date: 21/10/2019 PA Score: A	Deadline date:31/03/2020
GOOD PRACTICES: The main auditee exceeds expectations with respect to this principle because meal and transportation are provided free of charge to all employees.	
AREAS OF IMPROVEMENT: At least legal minimum wage were granted each workers, all benefit were granted in timely manner and in legal requirements however based on satisfactory evidence through site tour, documents review and employee interviews and management interview, the main auditee partially respects this performance area. 5.4 - BSCI PRINCIPLES 5.4: There should be satisfactory evidence that the auditee provides sufficient remuneration that allows workers to meet a decent standard of living. Finding: - The facility did not a detailed work on calculating living wage. Auditors answered related question as 'Partially' due to facility management collected some data's from external source. BSCI PRENSIPLERİ 5.4 Bulgu:- İşletmede yaşam ücretinin belirlenmesi için kapsamlı bir çalışma yapılmamıştır.	
Remarks from Auditee:	
Performance Area 6 : Decent Working Hours	
Full Audit [Audit Id - 165456] Audit Date: 21/10/2019 PA Score: A	Deadline date:
GOOD PRACTICES:	
AREAS OF IMPROVEMENT:	
Remarks from Auditee:	
Performance Area 7 : Occupational Health and Safety	
Full Audit [Audit Id - 165456] Audit Date: 21/10/2019 PA Score: A	Deadline date:31/03/2020
GOOD PRACTICES:	
AREAS OF IMPROVEMENT: There were well managed H&S system, H&S expert, meetings were done regularly, all protective actions were seen however based on satisfactory evidence through site tour, documents review and employee interviews and management interview, the main auditee partially respects this performance area. 7.1 - BSCI Principle 7.1; The auditee should be in observance of the occupational health and safety regulations applicable for its activities. Finding: It was noted that the laws and regulations regarding health and safety are follow in the facility however some missing gaps were noted under PA 7. This question was rated as partially because the facility was aware of all the legal requirements generally, and the missing points currently. BSCI Prensipleri 7.1 Bulgu:- İşletmede iş sağlığı ve güvenliğine ilişkin kanun ve yönetmelik takip edilmektedir, ancak PA 7'de bazı eksikler olduğu görülmüştür. 7.11 - 1)BSCI Requirement 7.11: The auditee confirms that the equipment and buildings used for production are stable and safe Finding: - Facility has no earthquake-resistance performance report 2) Regulation for facility opening and operating permit (10/8/2005), II. Section Art 6 (Changed first clause: 19/3/2007 – 2007/11882 K.) – It is not allowed that the facility are not opened and operated without "Opening and Operating Permit" that is taken from local authorities properly Finding : The facility' name was changed as Nazkaya Ambalaj San.Ve Tic. A.S.from Nazkaya Ambalaj San.Ve Tic. Ltd. Sti. on 01.01.2019. Opening and operating permit of Nazkaya Ambalaj San.Ve Tic. Ltd. Sti. is available but not renewed for Nazkaya Ambalaj San.Ve Tic. A.S.They applied to authorized office on 19.07.2019. This question was rated as partially because building permit, building usage permit and fire brigade report are available(process in progress). 1)BSCI Gerekliği 7.11:Bulgu: İşletmede depreme dayanıklılık raporu bulunmamaktadır . 2)KANUN:İŞYERİ AÇMA VE ÇALIŞMA RUHSATLARINA İLİŞKİN YÖNETMELİK (10/8/2005) No : 25902 - II. Bölüm Madde 6 BULGU:İşletmenin ismi 01.01.2019 da Nazkaya Ambalaj San.Ve Tic. Ltd. Sti den Nazkaya Ambalaj San.Ve Tic. A.S ye dönüştürülmüştür. İşyeri açma ve çalışma ruhsatı Nazkaya Ambalaj San.Ve Tic. Ltd.Sti olarak vardır ancak Nazkaya Ambalaj San.Ve Tic. A.S için yenilenmemiştir. İlgili yerlere gerekli başvurular 19.07.2019 da yapılmıştır süreç devam etmektedir.	
Remarks from Auditee: Ünvan değişikliği nedeniyle, ruhsatın A.Ş. olarak yenilenmesi tamamen devletin çeşitli kurumlarına bağlı olarak devam etmektedir. Firmamızın bir eklisliki, ihmali ya da gecikmesi yoktur. Free translation by auditor:The license updateing process as "AS" due to the change of title, depending on the various institutions of the government. Our company does not have any addition, negligence or delay.	

Performance Area 8 : No Child Labour	
Full Audit [Audit Id - 165456] Audit Date: 21/10/2019 PA Score: A	Deadline date:
<u>GOOD PRACTICES:</u>	
<u>AREAS OF IMPROVEMENT:</u>	
<u>Remarks from Auditee:</u>	
Performance Area 9 : Special protection for young workers	
Full Audit [Audit Id - 165456] Audit Date: 21/10/2019 PA Score: A	Deadline date:
<u>GOOD PRACTICES:</u>	
<u>AREAS OF IMPROVEMENT:</u>	
<u>Remarks from Auditee:</u>	
Performance Area 10 : No Precarious Employment	
Full Audit [Audit Id - 165456] Audit Date: 21/10/2019 PA Score: A	Deadline date:
<u>GOOD PRACTICES:</u>	
<u>AREAS OF IMPROVEMENT:</u>	
<u>Remarks from Auditee:</u>	
Performance Area 11 : No Bonded Labour	
Full Audit [Audit Id - 165456] Audit Date: 21/10/2019 PA Score: A	Deadline date:
<u>GOOD PRACTICES:</u>	
<u>AREAS OF IMPROVEMENT:</u>	
<u>Remarks from Auditee:</u>	
Performance Area 12 : Protection of the Environment	
Full Audit [Audit Id - 165456] Audit Date: 21/10/2019 PA Score: A	Deadline date:
<u>GOOD PRACTICES:</u>	
<u>AREAS OF IMPROVEMENT:</u>	
<u>Remarks from Auditee:</u>	
Performance Area 13 : Ethical Business Behaviour	
Full Audit [Audit Id - 165456] Audit Date: 21/10/2019 PA Score: A	Deadline date:
<u>GOOD PRACTICES:</u>	
<u>AREAS OF IMPROVEMENT:</u>	
<u>Remarks from Auditee:</u>	

Summary



Audit Type	Date	Audit Id	PA1	PA2	PA3	PA4	PA5	PA6	PA7	PA8	PA9	PA10	PA11	PA12	PA13	Overall Rating
Full Audit	21/10/2019	165456	C	C	A	A	A	A	A	A	A	A	A	A	A	B

Producer Photos



External photo(s) of the production unit(s)
Outside view of the building.JPG



Photo first aid facilities
First aid kit.JPG



Photo first aid facilities
Infirmary.JPG



Photo of chemical storage room (if applicable)
Lubricants.JPG



Photo of fire safety equipment
Fire alarm button.JPG



Photo of fire safety equipment
Fire early warning system.JPG



Photo of fire safety equipment
Fire fighting equipments.JPG



Photo of the canteen (if applicable)
Lunch hall.JPG



Photo of the personal protection equipments (if applicable)
PPE-Worker with PPE.JPG



Photo of the sanitary facilities
Lavatory.JPG



Photo of the inside of the main production hall
Destroying unit.JPG



Photo of the inside of the main production hall
Electrical panel.JPG



Photo of the inside of the main production hall
Evacuation Map.JPG



Photo of the inside of the main production hall
Injection section.JPG



Photo of the inside of the main production hall
Notice board.JPG



Photo of the inside of the main production hall
Outside view of the building.JPG



Photo of the inside of the main production hall
Packing unit.JPG



Photo of the inside of the main production hall
Potable water.JPG



Photo of the inside of the main production hall
Suggestion and complaint box.JPG



Photo of the code of conduct on display
BSCI coc arabic.JPG

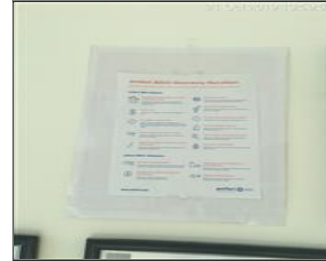


Photo of the code of conduct on display
BSCI Coc.JPG



Photo of the code of conduct on display
Posted BSCI coc.JPG