

**CAP  
Corrective Action Plan**

<b>Facility name</b>	MASCOTEX LTD		
<b>Audit date</b>	23 & 24-May-2017		
<b>Auditor name</b>	AL-Rashed / Sayed Mohsin	<b>Auditor firm</b>	Asia Inspection Ltd.
<b>Street address</b>	31/32, Mannan Mansion , Shataish Road, Tongi, Gazipur, Bangladesh. (GPS Location: N 23° 55' 12.42" , E 90° 22' 44.40")		
<b>City</b>	Sataish-Gazipur	<b>Zip code</b>	1712
<b>Country</b>	Bangladesh	<b>State/province</b>	Gazipur.
<b>Contact person name and fun</b>	Muhammad Mainul Islam -Sr. GM (HR & Compliance), AL Mamun- Dy. Manager- Compliance		
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Code of Conduct	VIOLATION		CORRECTIVE ACTION PLAN	Factory Progress	Responsible Person	Expected Target date	Completion Date	Remarks
<b>A. International Labour Standards and Safe Place to Work</b>								
10.	H&S	10.7 - Supplier used water tank for drinking water at each floor without filtering system, for potable drinking water the filtering system needs at each out point due to water supply from reserved tank through metal pipe, supplier already started to set up the filtering system point at each floor but had not finished.	It is recommended that the factory starts to set up the filtering system at each floor, the implementation plan need to finish as soon as possible. Expected target date: 30-Aug-2017.	Corrected	Al-Mamun (Deputy Manager HR Admin & Com)	30-Nov-2017.	28-Nov-17	
10.	H&S	10.40 - No details sign, warning instruction & SOP were found at Boiler M/C, Winda cutting machine, Fusing machine, Running GAS cylinder section, Accessories store, Wastes store, Automated pump house etc.	It is recommended that the factory implements & mounts the warning sign, instructions & SOP at related section/machine & where as missing. Expected target date: 15-June-2017.	Corrected	Al-Mamun (Deputy Manager HR Admin & Com)	15-June-2017.	10-June-2017.	
10.	H&S	10.41 - The heavy 2 Diesel Generators, GAS Boiler & compressor were set up at factory premises but no sufficient PPE found there for visitor, outsource technicians for those utility sections where the sound were out of range as per test. Also no fire related PPE found at 5th floor Cutting section fire point.	It is recommended that the factory arranges and provides the sufficient PPE at all utility rooms, security post as well as others section where required for visitors as well as existing employees. Expected target date: 15-June-2017.	Corrected	Shuvrodev Saha (Sr.Executive HR, Admin & Com)	15-Jun-17	10-June-2017.	

10.	H&S	10.44 - The facility had valid update Govt. inspection certificates for Fire, Boiler & factory insurance certificate & related training certificate found according to local law but no waiver certificate found for operating the 2 existing Generators [ 350 KVA+ 500 KVA] at inside premises. Supplier had applied to local authority on 30-Sept-2014 that still pending for assessment by Govt. authority.	It is recommended that the factory needs to assess to get waiver certificate by local authority for operating the Generators inside premises. Expected target date: 30-Nov-2017.	Corrected	Al-Mamun (Deputy Manager HR Admin & Com)	30-Nov-2017.	04-Jul-17	
10.	H&S	10.45 - 50 pcs heavy Gas cylinders [Each one over 5 feet height] set up beside boiler section & back side walking way to supply gas for boiler but those were openly without any safety barricade.	It is recommended that the factory needs to pre-plan to set up the Gas cylinder securely with barricade system to avoid any accident. Expected target date: 30-Oct-2017.	Corrected	Al-Mamun (Deputy Manager HR Admin & Com:)	30-Oct-2017.	25-Jul-17	
10.	H&S	10.61 - No details warning sign and written instructions posted for Boiler machine, Winda cutting machine, Fusing machine, Substation Transformer & Gas cylinder section.	It is recommended that the factory needs to implement the details warning sign and written instructions & must be posted at all the missing section. Expected target date: 30-June-2017.	Corrected	Shuvrodev Saha (Sr.Executive HR, Admin & Com)	30-June-2017.	24-Jun-17	
10.	H&S	10.73 - No warning detection system or call point had set up at Boiler room, Pump house & wastes store.	It is recommended that the factory needs to implement the automated warning detection & more than sufficient detection call point at all the missing section. Expected target date: 30-Aug-2017.	Corrected	Shuvrodev Saha (Sr.Executive HR, Admin & Com)	30-Aug-2017.	25-Jul-17	
12.	RA	12.1 - No risk assessment conducted or mounted for Boiler room, Addressable Pump house, Sub-station & Transformer house, Auto CAD section, Running GAS Cylinder section, wastes store.	It is recommended that the factory needs to assess the hazard base on risk for all the section periodically & mount at each section with training. Expected target date: 30-June-2017.	Corrected	Al-Mamun (Deputy Manager HR Admin & Com)	30-June-2017.	30-June-2017.	