

ILS Social Compliance Audit

Audit Reference #: (audit firm internal)	A5292765	Audit ID #: (Disney's ID)	N/A
Date Audit Started:	2026/03/25	Date Audit Completed:	2026/03/25
Code Conducted to:	Disney	Audit Report Date:	2026/04/01
Audit Type:	Initial Audit	Special Program: (only required if applicable to NDDA)	None

Facility Information

Facility ID No.:			
Facility Name:		Guangzhou Fuliya Industry Co., Ltd	
Address Line 1:		No. 3, Sanheng Road, Suyuanzhuang, Junhe Street, Qinghu Village, Baiyun District, Guangzhou City, Guangdong Province, China	
Address Line 2:			
City:	Guangzhou	State/Province:	Guangdong
Town:	N/A	Country:	China
Zip Code:	510440	GPS Location:	
Facility Contact: (First and Last)	WU Li-Zhuan	Facility Phone Number: Country code – area code / phone number	86-15018743566
Facility Contact Primary Email:	liz@gdxiangteng.com	Facility Contact Job Title:	Administration Manager
Facility Contact Phone Number:	86-15018743566	Facility Contact Preferred Language:	Not provided

Name/Address/Ownership Updates

Facility Name:	Nil
Facility Address:	Nil
Facility Ownership Update:	Nil
Upcoming Relocation or Expansion:	Nil

Audit Team

Audit Firm:	Intertek Testing Services
Number of Auditors:	2

	Full Name	APSCA Membership Number (8 digits)	APSCA CSCA Auditor
Audit Team Member 1: (Lead/Exclusive Auditor)	Connor Tang	21700382	Yes
Audit Team Member 2:	Argus Chow	21700268	Yes
Audit Team Member 3:			Select one
Audit Team Member 4:			Select one
Audit Team Member 5:			Select one
Audit Team Member 6:			Select one
Audit Team Member 7:			Select one
Audit Team Member 8:			Select one
Audit Team Member 9:			Select one
Audit Team Member 10:			Select one

Audit Details & Assessment

Facility Details

Access to Facility:	Accepted		
Access to Facility - Predetermined Comments	☒ Acceptable ☐ Auditors attempted to conduct an audit and were denied access. ☐ Other		
Access to Facility - Additional Comments:			
Current % Capacity Devoted to Disney:	5	Past % Capacity Devoted to Disney:	5
Products Produced:	Accessories / Bags & Backpacks	Disney Products Observed:	Mickey's Schoolbag
Production Processes:	Cutting, Sewing, Handwork, Inspection, and Packing		
# Total Employees:	82	# Production Employees:	57
# Buildings:	1		
# Buildings by Purpose:	1/ Warehouse, Office, Cutting, Sewing, Handwork, Inspection, and Packing		
Peak Production Months:	☐ Unknown ☒ None ☐ January ☐ February ☐ March	☐ April ☐ May ☐ June ☐ July ☐ August	☐ September ☐ October ☐ November ☐ December
Low Production Months:	☐ Unknown ☒ None ☐ January ☐ February ☐ March	☐ April ☐ May ☐ June ☐ July ☐ August	☐ September ☐ October ☐ November ☐ December
Facility Regular Hours:	N/A	Facility # of Shifts/Hours	1/8:00-12:00, 13:30-17:30

Other Brands Present?	Unknown		
Establishment Date:	2018/05/24		
Nationality of Management:	Chinese		
Nationality of owner/owner entity:	Chinese		
Nationality of Workers: (Top 5 Countries)		Approx. % of Total Workforce:	
Chinese		100%	
List ALL other nationalities in the facility:			

Audit Details

Attendance Records Tested:	☐ Unknown	☐ April	☒ September
	☐ None	☐ May	☐ October
	☒ January	☐ June	☒ November
	☐ February	☐ July	☐ December
	☐ March	☐ August	
Payroll Ledgers Tested:	☐ Unknown	☐ April	☒ September
	☐ None	☐ May	☐ October
	☒ January	☐ June	☒ November
	☐ February	☐ July	☐ December
	☐ March	☐ August	
Last Pay Date:	2026/02/28	Number of Records Sampled:	20

# Individual Employee Interviews:	10	# Employee Group Interviews:	0
Numbers per Group:			
Additional Locations Audited?	No		
Explain Additional Location Details:			
Comments/Observations:			
Communicated Findings With:	WU Li-Zhuan/ Administration Manager		
Agreed to and Signed CAPAR?	Yes		
Audit Entered by: (Full Name)	Connor Tang		

Comments Details

Comments: There was a total of 82 employees on site (49 migrant employees and 33 local employees, all were permanent). About 60% of the employees were domestic migrant workers from Hunan, Jiangxi, Chongqing, and Sichuan. No foreign migrant workers. This audit includes elements beyond the scope of a Social Compliance Audit as defined by the APSCA Competency Framework. The association of the auditor's APSCA number with this report is limited to those elements outlined in the APSCA Competency Framework. APSCA makes no representations concerning the auditor's competency to professionally evaluate compliance with any other audit elements.
Name and Title of Others Present (ex. translators, observers, trainees): None
Attendance Records Provided: 12 months and 21 days / February 01, 2025, to March 25, 2026
Payroll Records Provided: 12 months / February 01, 2025, to January 31, 2026
of Records Sampled (description): Current: January 2026 – 10, random: November 2025 – 5, random: September 2025 - 5
Resources Received from Facility (e.g., transportation, meals): None
Factory Representative in opening meeting (name/title): WU Li-Zhuan/ Administration Manager
Factory Representative in closing meeting (name/title) WU Li-Zhuan/ Administration Manager
<i>(Note: comments may include but not be limited to: details about why "Agreed to and Signed CAPAR?" may be indicated as "No", further details regarding audit scope, special observations or comments on the audit process, etc.)</i>

Audit Violations

Disney ILS will provide a PDC list with ID numbers that is regularly updated.

For every PDC with **an asterisk (*)** that is selected, please provide the following additional information and report the PDC under the appropriate sub-category:

- Do the auditors believe there is potential forced labor at the facility?
- Are there other indicators of forced labor?
- How long has the cited violation existed at the facility?
- Which processes (management/worker interview, document review) were used to collect and corroborate evidence to support the finding and establish the timing of the violation?

<u>Age Requirement:</u>	Child Labor: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations. Other: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations. Young Persons: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations.
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<u>Association:</u>	Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations.
<u>Coercion and Harassment:</u>	Other: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations. Physical Abuse or Sexual Harassment: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations.

<u>Compensation:</u>	Minimum Wage: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations. Remarks: Local minimum wage standard: The minimum wage is RMB 2,300 per month, equivalent to RMB 13.22 (2,300/21.75/8) per hour before March 1, 2025, and RMB 2,500 per month, equivalent to RMB 14.37 (2,500/21.75/8) per hour since March 1, 2025. Overtime Hours: Needs Improvement <i>Predetermined Comments:</i> 118 - Employees work in excess of the legal overtime limit. Law / Code: The PRC Labour Law (Article 41) requires that The employing unit may extend working hours due to the requirements of its production or business after consultation with the trade union and laborers, but the extended working hour for a day shall generally not exceed one hour; if such extension is called for due to special reasons, the extended hours shall not exceed three hours a day under the condition that the health of laborers is guaranteed. However, the total extension in a month shall not exceed thirty-six hours. Additional Comments: Auditors noted that the monthly overtime hours of all 10 randomly selected employees were 70 hours in January 2026 (the current month), the monthly overtime hours of all 5 randomly selected employees were 69 hours in November 2025 (the random month), the monthly overtime hours of all 5 randomly selected employees were 62-63 hours in September 2025 (the random month). Remarks: 1. Attendance Recorded by: (automated/electronic, timecard, manual, no recording, etc.): Fingerprint scan
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	2. Through reviewing the timecards provided and employees' interviews, working hours statistics were as follows: 1) For January 2026 (Current month), the maximum weekly working hours were 56 hours (10 out of 10 samples). The maximum monthly overtime hours were 70 hours (10 out of 10 samples). The maximum daily overtime hours were 3 hours (10 out of 10 samples). 2) For November 2025 (random month), the maximum weekly working hours were 56 hours (5 out of 5 samples). The maximum monthly overtime hours were 69 hours (5 out of 5 samples). The maximum daily overtime hours were 3 hours (5 out of 5 samples). 3) For September 2025 (random month), the maximum weekly working hours were 56 hours (5 out of 5 samples). The maximum monthly overtime hours were 63 hours (4 out of 5 samples). The maximum daily overtime hours were 3 hours (5 out of 5 samples). Overtime Wage: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations. Social Benefits and Other Compensation: Needs Improvement <i>Predetermined Comments:</i> 90 - Employees are not provided with legally mandated benefits. Law / Code: Social Insurance Law of the People's Republic of China (Article 10) requires that employees shall participate in the basic endowment insurance, and the basic endowment insurance premiums shall be jointly paid by employers and employees. Social Insurance Law of the People's Republic of China (Article 23) requires that Employees shall participate in the basic medical insurance for employees, and the basic medical insurance premiums shall be jointly paid by employers and employees in accordance with the relevant provisions of the state. Social Insurance Law of the People's Republic of China (Article 33) requires that Employees shall participate in the employment injury insurance, and
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	the employment injury insurance premiums shall be paid by their employers rather than the employees. Social Insurance Law of the People’s Republic of China (Article 44) requires that Employees shall participate in unemployment insurance, and the unemployment insurance premiums shall be jointly paid by employers and employees in accordance with the relevant provisions of the state. Social Insurance Law of the People’s Republic of China (Article 53) requires that Employees shall participate in maternity insurance, and the maternity insurance premiums shall be paid by employers rather than employees in accordance with the relevant provisions of the state. Additional Comments: Auditors noted that the facility had 82 employees (including 19 retired employees and no new employees), but 34 (54%) of the 63 eligible employees had participated in basic endowment insurance, employment injury insurance, unemployment insurance, basic medical insurance, and maternity insurance per the social insurance document of March 2026. (Based on the management interview and additional records review, all employees had participated in commercial incident insurances, these insurances are valid from May 10, 2025, to May 09, 2026. These insurances are not mandated by PRC Social Insurance Law.) Remarks: Regular Pay Date: on or before 30th of per month Wage pay in/by (cash, check, direct deposit, etc.): Direct deposit
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<u>Health and Safety:</u>	When three (3) or more violations are selected from the PDCs with double asterisks (**), the following reporting format applies to each violation under the appropriate sub-category: <i>Predetermined Comments:</i> Law / Code: <i>Applicable local laws and regulations, The Walt Disney Supply Chain Code of Conduct, or specific benchmark requirements from the Disney ILS Health & Safety Supplemental Guide.</i> Additional Comments: Additional Questions: 1) Does this violation meet the definition of Systemic (C)? – Yes / No 2) Do the following violations meet the definition of Systemic (B)? – Yes. (Please list the eligible ID and PDCs.) - PDC ID1 – PDC - PDC ID2 – PDC... – No. No other violations meet the definition of Systemic (B). Worker Housing: N/A <i>Predetermined Comments:</i> Law / Code: Additional Comments: No dormitory is available for employees. Fire & Emergency Safety: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations. Remark: The last two fire drills were conducted on May 20, 2025, and October 22, 2025. Hazardous Materials: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations.
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Machine & Electrical Safety: Acceptable

Predetermined Comments:

Law / Code:

Additional Comments: No apparent violations.

Medical & First Aid: Acceptable

Predetermined Comments:

Law / Code:

Additional Comments: No apparent violations.

General Health and Safety: Acceptable

Predetermined Comments:

Predetermined Comments:

Law / Code:

Additional Comments: No apparent violations.

Personal Protective Equipment (PPE): Acceptable

Predetermined Comments:

Predetermined Comments:

Law / Code:

Additional Comments: No apparent violations.

Sanitation: Acceptable

Predetermined Comments:

Law / Code:

	Additional Comments: No apparent violations.
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<u>Forced Labor:</u>	Mandatory Overtime: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations. Other: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations. Prison, Bonded, Indentured, Forced Labor: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations.
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<u>Monitoring and Compliance:</u>	Ethics: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations. Insufficient or Inadequate Records: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations. Other: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations. Transparency: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations.
<u>Non-Discrimination:</u>	Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations.

<u>Other Laws (if applicable):</u>	Labor Contract: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations. Other: Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations. Remark: Uniform Social Credit Number: 91440101MA5AWCHR1B Valid Date: from May 24, 2018, to long-term
<u>Protection of the Environment:</u>	Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations.
<u>Publication:</u>	Acceptable <i>Predetermined Comments:</i> Law / Code: Additional Comments: No apparent violations.
<u>Subcontracting:</u>	Needs Improvement <i>Predetermined Comments:</i> 242 - Production processes are subcontracted to another facility or another source without Disney's written consent. Law / Code:

	Disney Code of Conduct expects Where required by Disney to disclose supply chain entities, suppliers may be required to obtain Disney's express written consent to engage such entities. Additional Comments: Auditors noted that Guangzhou Fuliya Industry Co., Ltd purchased Disney-branded heat transfer from the following subcontractors, and the detailed information was as follows: Disney ILS # (FAC-048446) This is a Facility Name: Guangdong Yitong New Material Technology Co Ltd Full address: No. 301 Liaodong Road, Xixi, Dongguan, Liaobu, Guangdong, China Contact person's name: Not provided. Contact person's phone number: Not provided. Details regarding subcontracted processes or components with Disney intellectual property (include picture if possible): Heat Transfer. Include the name of licensee/vendor for which the product is being manufactured: N/A The facility provided the FAMA for review. Refer to the attached FAMA in the audit report.
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购销合同

第 1 页 共 1 页

供 广东毅彤新材料科技有限公司

合同编号 FLYLX250709

签订地点: 广州

需 广州富丽雅实业有限公司

签订时间 2025-07-09

一、供需双方根据《中华人民共和国民法典》和 相关规定在平等互利的原则

二、交货明细:

NO	产品名称	规格/幅宽	单位	数量	单价	金额 (RMB)
1	420D PU 印深蓝底迪士尼图案	58"	码	3,973.00	1	
货款合计人民币:				3,973.00	RMB:	
备注:						

三、收货质量标准: 按双方确认的样版收货。

四、交货数量: 按需方下单数量足数交货; 数量检测按需方仓库打码检验为准, 若有异议, 可派人到需方工厂共同验

五、交货时间: 2025-07-25 (不可抗自然原因除外) 货做好后先寄大货样板给需方确认合格后再交货。

七、验收标准: 供方应 对产品质量负责, 供方必须严格按照需方要求交 货, 如出现严重色差或不 达交货要求, 需方有 权要 求供方重做或退货, 由此 造成的损失由供方承担, 每延期交货一天, 供方应 当按照货款总金额的 3% 向 需方支付违 约金, 需方有 权先行在货款中予以相应 扣减。

八、结算方式: 月结 30 天付款

九、本合同价格为不含税单价

十、合同纠纷解决方式: 本合同在履行过程中发生的争议, 由双方当事人协商解决; 也可由当地工商部门调解; 协商 或调解不成的, 依法向需方辖区人民法院起诉。

十一、本合同一式两份, 供需双方各执一份, 盖章或签名后生效, 传真、扫描件与原件一同有效。

供 方	需 方
单位名称: 广东毅彤新材料科技有限公司	单位名称: 广州富丽雅实业有限公司
公司地址: 东莞市寮步镇寮步大道30号	公司地址: 广州市白云区均禾街新苏庄街三横路3号 (富丽雅)
销售公司法定代表人: 张华	法定代表人: 黄兵
委托代理人: 张华	委托代理人: 邓金强
电话/传真 15917731845	电话/传 真: 020-8659-6288

制单人: 王会莲

客户: 高丽雅 日期: 2025年7月25日 单号: YTS20250219

[illegible][illegible]

FACILITY AND MERCHANDISE AUTHORIZATION

LICENSEE/VENDOR NAME:

STREET ADDRESS:

FACILITY NAME:

Guangdong Yitong New Material Technology Co Ltd (FAC-048446)

FACILITY ALIAS NAME(S):

Dongguan Yitong Fangzhipin Youxian Gongsi

FACILITY ADDRESS

No. 301 Liaodong Road, Xixi
Dongguan, Liaobu, Guangdong, China

This Facility and Merchandise Authorization (1) confirms that the above-named Licensee/Vendor is authorized to manufacture and/or distribute products bearing intellectual property owned or controlled by The Walt Disney Company and/or its affiliates ("Disney") (which may include, without limitation, Marvel, Pixar and/or Star Wars-branded products) (collectively, the "Disney-Branded Products"), all in accordance with and subject to Licensee/Vendor's written agreement(s) with Disney and (2) may be presented by Licensee/Vendor to customs authorities to confirm Disney's authorization to import/export Disney-Branded Products.

This Facility and Merchandise Authorization shall expire on the first to occur of the following: (1) the revocation of the Authorization by Disney, (2) the expiration or termination of the applicable agreement between Licensee/Vendor and Disney, or, (3) the passage of 1 year from the issuance date set forth below.

Notice to Licensee/Vendor: Disney hereby reserves all of its rights and remedies arising from any unauthorized use of this Facility and Merchandise Authorization. This Facility and Merchandise Authorization is valid for this Licensee/Vendor only and is nontransferable to other Licensees/Vendors using the same Facility. Without limiting the foregoing, any unauthorized use of this Facility and Merchandise Authorization by Licensee/Vendor, including without limitation inappropriately using a Facility and Merchandise Authorization which has been revoked by Disney, may result in the termination of the agreement between Licensee/Vendor and Disney.

FAMA ID

1E2TVIOUFSM8

Issuance Date: 9/3/2025
MMDDYYYY

Appendix: Violation Photo

1	2	3
(paste photo copy here)	(paste photo copy here)	(paste photo copy here)

Enhanced Forced Labor Labor Testing Record

Audit ID #: (or audit firm internal #)	A5292765	Audit Report Date:	2026/04/01
Facility ID #: (leave blank if unknown)		Date Audit Completed:	2026/03/25

INTRODUCTION

This Supplemental Report - Enhanced Forced Labor Requirements (Supplemental Report) provides guidance on the information and procedures needed to assess Disney's Forced Labor requirements. The Supplemental Report should be referenced prior to and during each Disney-style audit and must be completed before completing the Audit Report. Every Disney-style audit should complete one Supplemental Report, and the completed Supplemental Report should be submitted to the audit commissioner with the completed Audit Report.

ADDITIONAL FACILITY PROFILE

- 1) How are workers recruited? (Please describe the Facility's recruitment requirements and procedures.)
Recruitment of personnel for production and work needs of the Facility shall be made by the employment department upon application and approval. The main criteria for recruiting employees in the facility are whether the applicant is suitable for the position and whether he/she meets the physical requirements. The candidate's practical knowledge and experience required for the position will be the criteria for admission.
- 2) Does the facility utilize a Recruitment/Labor Agency to provide/hire workers? ☐ Yes ☒ No
 If yes, please specify the information in the Appendix A.
- 3) Does the facility have foreign (temporary visa) migrant workers present? ☐ Yes ☒ No
 If yes, please specify the countries and % of workforce per country
- 4) How long have the foreign migrant workers been in the country, excluding the long-term permanent (foreign) residents? N/A
- 5) Does the facility have domestic migrant workers from other parts of the Country?
☒ Yes ☐ No
 If yes, please specify the domestic migrant worker's state or province of origin

There was a total of 82 employees on site (49 migrant employees and 33 local employees, all were permanent). About 60% of the employees were domestic migrant workers from Hunan, Jiangxi, Chongqing, and Sichuan. No foreign migrant workers.

- 6) Does the facility utilize Outsourced Service Providers, also referred to as contractors or internal subcontractors (Security, Canteen, Transportation, Warehouse, Human Resource, IT Management, Other)? ☐ Yes ☒ No

If yes, please specify the information in Appendix B

SUBSTANTIVE TESTING AND VERIFICATION

➤ ASSOCIATION

Substantive Testing:

Select 7 employees and compare the observations, testing, management's assertions, and employee interviews to verify:

- a. Employees have copies of the legally binding collective bargaining agreement (CBA), if applicable.
- b. The facility complies with CBA's work provisions.

Verification:

Is there any evidence that the facility does not comply with CBA's work provisions?

☐ Yes ☒ No If yes, explain in detail:

Additional Remarks:

Nil

➤ **FORCED LABOR**

Substantive Testing:

Select 7 employees and compare the observations, testing, management's assertions, and employee interviews to verify:

- a. Employees do not pay fees directly or indirectly to an employer, their subsidiaries, labor agents, or other third parties providing services.
- b. If employees pay any recruitment fees, please test Recruitment Fees/Cost and Reimbursement.
 - 1) Applies only to employees working/worked at the facility on or after November 1, 2020.
 - 2) Date of employee paid/paying non-permissible recruitment fees is on or after November 1, 2020.
 - 3) The amount is paid by the employee directly or via payroll deduction.
 - 4) The evidence of recruitment fees payment provided by employee.
If available, calculate the total amount based on the evidence.
If none, average the amount based on fees paid by other employees from the same country of origin.
 - 5) The date and the amount that is reimbursed to employee.
- c. Please complete the table in the [Appendix C](#).

Verification:

1. Is there any evidence that the facility has not fully reimbursed employees the costs associated with obtaining or maintaining continued employment as required?
☐ Yes ☒ No If yes, explain in detail:
2. Is there any evidence that the facility charges employees for resignation in excess of what is allowed by law, or 60% of the gross monthly wage, whichever is lesser?
☐ Yes ☒ No If yes, explain in detail:
3. Is there any evidence that the employees are not paid all wages as required by law?
☐ Yes ☒ No If yes, explain in detail:

Additional Remarks:

Nil

➤ **MONITORING AND COMPLIANCE**

Substantive Testing:

Select 7 employees and compare the observations, testing, management's assertions, and employee interviews to verify:

- a. Consequences for providing employment practices information to the auditor in the employee interviews.

Verification:

Is there any evidence that employees have been subject to some form of retaliation for disclosing non-permissible fees/expenses information during interviews?

☐ Yes ☒ No If yes, explain in detail:

Additional Remarks:

Nil

➤ **OTHER LAWS**

Substantive Testing:

Select 7 employees and compare the observations, testing, management's assertions, and employee interviews to verify:

- a. All terms and conditions of the employment contract are voluntarily agreed by the employees prior to employment, or prior to migrant employees' departure from their points of origin.
- b. The deduction of living expenses (such as food, housing, utilities, equipment, or transport) are described in employment contract.
- c. The employment contracts are not unilaterally changed to benefit the employer.

Verification:

1. Did the employment contract terms change to be less favorable to employees without employee's agreement?

☐ Yes

☒ No

If yes, explain in detail:

2. Is there any evidence that the terms and conditions of employment are not defined, communicated and voluntarily agreed to by the employees prior to employment or departure from their point of origin?

☐ Yes

☒ No

If yes, explain in detail:

3. Is there any evidence that the facility deducts living expenses from wages without defining deductions in a contract as required by law or other requirements?

☐ Yes

☒ No

If yes, explain in detail:

Additional Remarks:

Nil

APPENDIX A

Recruitment/Labor Agency List (Please insert rows if needed)

Name	Full Address (including country)	Website	Contact Name/Title /Phone Number	Responsible for employee contract management and/or payroll (Y/N)	Providin g/Hiring Migrant Workers for Facility (Y/N)
N/A	N/A	N/A	N/A	N/A	N/A

APPENDIX B**Outsourced Service Providers List (Please insert rows if needed)**

Service Type	Name of the Service Provider	Contact Name / Title / Phone Number	Number of the Service Provider's Workers at the Facility
N/A	N/A	N/A	N/A

APPENDIX C

Recruitment Fees & Expenses and Reimbursement Table

No.	Type of fee and/or expenses	Fees or Expenses Charged?	Fully reimbursed later than the hire date ¹ ?	Describe details if applicable
1. Recruitment & Related Services				
a.	Application, recommendation, recruiting, interviewing, hiring, placement, and processing fees of any kind at any stage in the recruitment and hiring process	☐ Yes ☒ No	☐ Yes ☐ No	
b.	Fees of labor agents, attorneys, notaries, or other legal fees	☐ Yes ☒ No	☐ Yes ☐ No	
c.	Other fee requirements to access the job opportunity	☐ Yes ☒ No	☐ Yes ☐ No	
2. Documentation & Permits (including renewals)				
a.	Passport/identity documents needed for the purposes of obtaining employment	☐ Yes ☒ No	☐ Yes ☐ No	
b.	Visas	☐ Yes ☒ No	☐ Yes ☐ No	
c.	Photos for passports or visas	☐ Yes ☒ No	☐ Yes ☐ No	
d.	Temporary work or residence permits	☐ Yes ☒ No	☐ Yes ☐ No	
e.	Police clearance fee	☐ Yes ☒ No	☐ Yes ☐ No	
f.	Birth certificate fee	☐ Yes ☒ No	☐ Yes ☐ No	
g.	Certificate of good behavior fee	☐ Yes ☒ No	☐ Yes ☐ No	
3. Medical				
a.	Medical exams and screenings if required by the employer or law	☐ Yes ☒ No	☐ Yes ☐ No	
b.	Immunizations if required by the employer or law	☐ Yes ☒ No	☐ Yes ☐ No	

¹ A worker's hire date refers to the day a worker commences work at the facility. Work is inclusive of onsite trainings and orientations at the facility, including probation periods if applicable.

4. Skills & Qualifications				
a.	Background and reference checks	☐ Yes ☒ No	☐ Yes ☐ No	
b.	Additional certifications after the employment offer has been made and accepted	☐ Yes ☒ No	☐ Yes ☐ No	
5. Training & Orientation				
a.	Pre-departure training or orientation	☐ Yes ☒ No	☐ Yes ☐ No	
b.	New hire training or orientation	☐ Yes ☒ No	☐ Yes ☐ No	
6. Transportation & In-Transit Lodging (including all taxes and fees)				
a.	For foreign migrant workers:			
i.	Transportation and in-transit lodging after the employment offer has been made and accepted, from the worker's habitual place of residence in his/her country of origin to the port of departure	☐ Yes ☒ No	☐ Yes ☐ No	
ii.	Transportation from the port of departure in the worker's country of origin to the receiving country port of entry including but not limited to airfare, expenses of other modes of transportation, terminal fees and travel taxes	☐ Yes ☒ No	☐ Yes ☐ No	
iii.	Transportation from the receiving country port of entry to the employer's facility or provided accommodations	☐ Yes ☒ No	☐ Yes ☐ No	
iv.	Border-crossing fees	☐ Yes ☒ No	☐ Yes ☐ No	
v.	Relocation expenses, if asked to relocate once employment has begun	☐ Yes ☒ No	☐ Yes ☐ No	
vi.	Transportation for the worker to return to his/her habitual place of residence in his/her country of origin at the end of employment	☐ Yes ☒ No	☐ Yes ☐ No	
b.	For internal migrant workers:			
i.	Transportation and in-transit lodging expenses after the employment offer has been made and accepted, from his/her habitual place of residence to the place of work	☐ Yes ☒ No	☐ Yes ☐ No	
ii.	Relocation expenses if the worker is asked to relocate once employment has begun	☐ Yes ☒ No	☐ Yes ☐ No	

7. Other Legally Required Expenses				
a.	Deposits and/or bonds (including non-legislated)	☐ Yes ☒ No	☐ Yes ☐ No	
b.	Government-mandated migrant levies and worker welfare funds related to the employment of foreign migrant workers	☐ Yes ☒ No	☐ Yes ☐ No	
c.	Fees or related expenses associated with regularizing undocumented migrant workers for the purpose of employment through government-authorized programs	☐ Yes ☒ No	☐ Yes ☐ No	
d.	Obtaining permanent or temporary labor certifications	☐ Yes ☒ No	☐ Yes ☐ No	