

Report Number: MIC-ASI2041478

Audit Date : 11 Nov., 2020

This report is issued by Focus Technology Co., Ltd. (Made-in-China.com) and the supervising inspectorate (Bureau Veritas) to confirm that:

Company Name : Suzhou Yinmeida Paper Technology Co., Ltd.
苏州印美达纸业科技有限公司
Showroom : <https://yinmeida.en.made-in-china.com>
Address : No. 156, Litai Road, TaiPing Town, Xiangcheng District, Suzhou City,
Jiangsu Province, China
Product : Sublimation Paper

has been on site audited for the Following Scope of Activity

1. General Information
2. Foreign Trade Capacity
3. Product Research & Development Capacity
4. Management System and Product Certification
5. Production Capacity & Quality Control
6. Working Environment
7. Energy Saving and Emission Reduction
8. Photos



General Comments:

Suzhou Yinmeida Paper Technology Co., Ltd. is a manufacturer with 46 employees; it was established in 2014, located in No. 156, Litai Road, TaiPing Town, Xiangcheng District, Suzhou City, Jiangsu Province, China. The lands occupy an area of 4500 square meters.



Sign for and on behalf of
Bureau Veritas

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SUPPLIER ASSESSMENT REPORT

Audited Company	Suzhou Yinmeida Paper Technology Co., Ltd. 苏州印美达纸业科技有限公司
Audited Site:	No. 156, Litai Road, TaiPing Town, Xiangcheng District, Suzhou City, Jiangsu Province, China

Consigner of Assessment	Made-in-China.com	
Audit Type	<input checked="" type="checkbox"/> Initial Audit <input type="checkbox"/> Re-audit	
Audit Date	11 Nov., 2020	Verify Report www.bvcerchina.cn
Auditor	Austin Zhou	Reviewed by Joan Hou

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Part A: General Information

Section 1: Company Overview

1.1 Legal Validity			
Does the company have a valid business license?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Others	Registration Number	91320507302146793L
Year of established	26 May, 2014	Valid Date	Long Valid
Registered address	(Within the Hualou village committee), Yuanchun Road, TaiPing Street, Xiangcheng District, Suzhou City, Jiangsu Province, China		
Actual address	No. 156, Litai Road, TaiPing Town, Xiangcheng District, Suzhou City, Jiangsu Province, China		
Does the company in abnormal operation status list of industrial and commercial bureau?	No		
Registered capital	2000000 RMB		
Name of legal representative	Mr. Baolong Tang		
Business scope	Research and development, production and sales: paper products (excluding printing); Sales: printing photosensitive materials, labor protection supplies, office supplies. The import and export business of all kinds of commodities and technologies is self-operated and acted as an agent (except the commodities and technologies that are prohibited from import and export or managed by enterprises limited by the state). (For projects subject to approval according to law, business activities can only be carried out after approval by relevant departments)		
1.2 Basic Information			
Contact person	Mr. Guo Guo		
Phone number	0086-13776027163	Fax number	N/A
URL/Web address	https://yinmeida.en.made-in-china.com		
Company type	<input type="checkbox"/> Manufacturer <input type="checkbox"/> Trading Company <input checked="" type="checkbox"/> Combined <input type="checkbox"/> Group Corporation		
Type of ownership	<input checked="" type="checkbox"/> Limited Company <input type="checkbox"/> Public Company <input type="checkbox"/> Foreign joint venture <input type="checkbox"/> State-Owned <input type="checkbox"/> Private Owner <input type="checkbox"/> Wholly foreign-owned enterprises		
Associated company	No		
Products manufactured / sold scope	Sublimation Paper		
1.3 Company Building Information			
According to: <input type="checkbox"/> Land certificate <input type="checkbox"/> Real estate certificate <input type="checkbox"/> Lease agreement <input checked="" type="checkbox"/> Observation Estimated on site			
The company area 4500 square meters The land occupies 4500 square meters. The offices occupy 500 square meters. The workshops occupy 4000 square meters.			

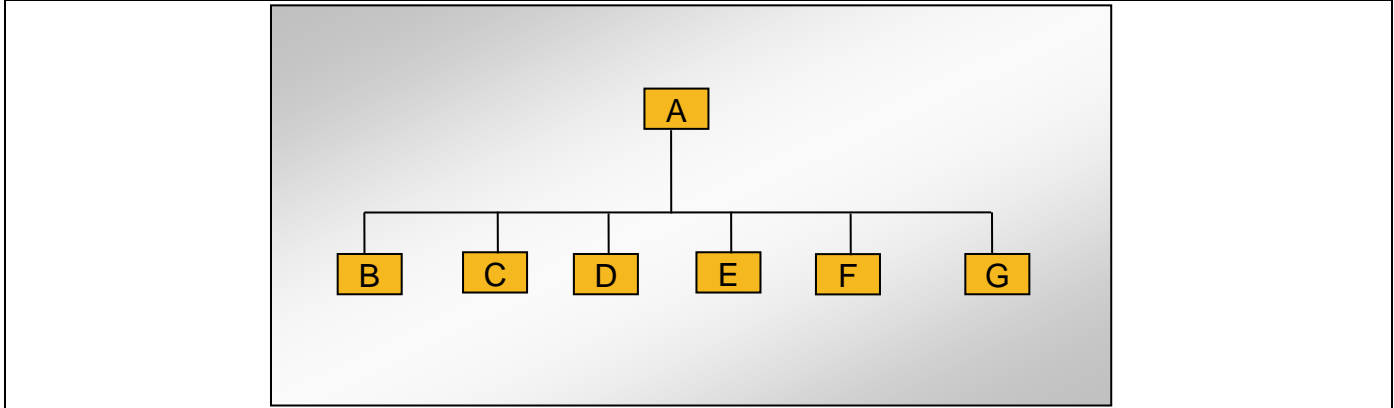
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Section 2: Human Resources

2.1 Company Chart



2.2 Explanation of Code and Employee Details

Code	Department	Number of employees
A	General Manager	1
B	Sales Department	6
C	Financial Department	2
D	Technical Department	2
E	Quality Department	2
F	Admin Department	6
G	Production Department	27
Number in total:		46

2.3 Key Staff

Title	Full name	Education	Working experience for this trade / total experience
Sales Manager	Mr. Guo Guo	University	18 / 18 Years

Remark: Above information of key staff was based on interview with company representative.



Part B: Foreign Trade Capacity

Section 1: Export Overall Situation

1.1 Export Overall Situation	
Does the company have a valid Import and Export license?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The import and export enterprise code.	91320507302146793L
The number of foreign trading staff with relevant trading experience.	<input type="checkbox"/> within 1 year staff <input checked="" type="checkbox"/> 1-5 years 1 staff <input type="checkbox"/> 6-10 years staff <input checked="" type="checkbox"/> over 10 years 1 staff Total 2 staffs
The language freely used by foreign trade staff	<input checked="" type="checkbox"/> English <input type="checkbox"/> others:
Annual revenue of previous year	Confidential
Annual export revenue of previous year	Confidential
Estimated export revenue for this year.	Confidential
Overseas agent / branch	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Nearest port	Shanghai Port
Acceptable quotation terms	<input checked="" type="checkbox"/> FOB <input checked="" type="checkbox"/> CIF <input checked="" type="checkbox"/> CFR
Acceptable payment terms	<input checked="" type="checkbox"/> LC <input checked="" type="checkbox"/> T/T <input type="checkbox"/> D/P <input type="checkbox"/> PayPal <input type="checkbox"/> Western Union <input type="checkbox"/> Small-amount payment
Average lead time (Peak Season)	<input checked="" type="checkbox"/> within 15 workday <input type="checkbox"/> one month <input type="checkbox"/> 2-3 months <input type="checkbox"/> 4-6 months <input type="checkbox"/> 6-12 months <input type="checkbox"/> more time
Average lead time (Off Season)	<input checked="" type="checkbox"/> within 15 workday <input type="checkbox"/> one month <input type="checkbox"/> 2-3 months <input type="checkbox"/> 4-6 months <input type="checkbox"/> 6-12 months <input type="checkbox"/> more time

Section 2: Export Business Capacity

2.1 Market Distribution (please list top three areas)		
Market	Main Product	Main client
<input checked="" type="checkbox"/> Domestic	Sublimation Paper	Confidential



Section 3: Supplier Management

3.1 Supplier Management		
Item	Content	Observations /Comments
1	Does the company establish and implement an effective suppliers' assessment procedure?	<input checked="" type="checkbox"/> Have the written procedures and followed records <input type="checkbox"/> Have the written procedures but no records <input type="checkbox"/> Have relevant records without written procedure <input type="checkbox"/> No written procedures or followed records <input type="checkbox"/> Other
2	Does the company have an updated list of approved suppliers?	<input type="checkbox"/> The approved suppliers list was updated in _____ <input type="checkbox"/> Have the written suppliers without approved signature or date. <input type="checkbox"/> Provided some suppliers names <input checked="" type="checkbox"/> No approved suppliers list <input type="checkbox"/> Other

Section 4: After-sales Service Capacity

4.1 After-sales Service Capacity		
Item	Content	Observations /Comments
1	Is there a procedure to conduct random product inspection after final packaging in place?	<input type="checkbox"/> Have clear standards and written inspection records <input type="checkbox"/> No written standards but had inspection reports <input type="checkbox"/> Have the procedures but no inspection records <input checked="" type="checkbox"/> It's not necessary to carry out the inspection <input type="checkbox"/> Other
2	Is there a clear procedure for handling customer complaints?	<input checked="" type="checkbox"/> Has the clear procedure and followed records <input type="checkbox"/> Has the procedure but no written records. <input type="checkbox"/> No written procedures or records. <input type="checkbox"/> Other
3	Can the finished/packaged product be traced by lot identification to the appropriate raw materials test reports?	<input checked="" type="checkbox"/> Have the procedures to trace the raw materials. <input type="checkbox"/> Can trace main materials <input type="checkbox"/> Can trace production date. <input type="checkbox"/> Can't trace products <input type="checkbox"/> Other
4	Are corrective & preventive actions mechanism established and implemented effectively (including the suppliers/ sub-contractors control, incoming inspection, process control, final inspection and customer complaint)?	<input type="checkbox"/> Has the clear procedure and followed records <input checked="" type="checkbox"/> Has the procedure but no written records. <input type="checkbox"/> No written procedures or records. <input type="checkbox"/> Other

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Part C: Product Research & Development Capacity

1.1 Product Research & Development Capacity	
The amount of R&D and relevant working experience.	<input type="checkbox"/> within 1year staff <input checked="" type="checkbox"/> 1-5 years 1 staff <input checked="" type="checkbox"/> 6-10 years 1 staff <input type="checkbox"/> over 10 years staff Total 2 engineers
What is the main job responsibility for R&D engineers?	R&D new product, Design drawing with Auto CAD; provided technology support during production.
Is there any relevant design input, output, review, verification and validation documentation available for auditor to review?	No, the company hadn't the relevant information.
Is there any special software or instrument used by the R&D staffs during the design process of new products? If yes, please list the main software or instrument.	Yes, Auto CAD, Solidworks.
Does the company have an effective design change control procedure in place?	No, the company hadn't the relevant information.
Please list the patent certificates and qualification license.	Patent certificates: ZL 2019 2 0266264.X, ZL 2019 2 0255178.9.

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Part D: Management System and Product Certification

1.1 Management System and Product Certification	
Management system certification	<input checked="" type="checkbox"/> ISO9001:2015 certificate Certificate Name:ISO9001:2015 certificate No.: 12819Q21035R0S Issued by: CSI Issued Date: 18 Jun., 2019 Valid Until: 17 Jun., 2022 Scope: Production of sub paper (Without printing)
Product certification	<input type="checkbox"/> CE <input type="checkbox"/> UL <input type="checkbox"/> CCC <input type="checkbox"/> RoHS <input type="checkbox"/> FCC <input type="checkbox"/> Others <input checked="" type="checkbox"/> NIL
Test reports for raw materials	<input type="checkbox"/> RoHS <input type="checkbox"/> Reach <input type="checkbox"/> Others <input checked="" type="checkbox"/> NIL










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Part E: Production Capacity & Quality Control

Section 1: Production Capacity

1.1 Production Workflow Chart					
	→		→		→
Raw materials		Mixing		Coating	
	→		→		
Cutting		Testing		Packaging	
1.2 Products Situation (Top three Product Categories)					
Product	Price range	Min. order quantity	Top monthly output	Average monthly output	Total in 2019
 Sublimation Paper	Confidential	10000 Square meters	Confidential	Confidential	Confidential
1.3 Main Facilities					
Picture	Facility name	Brand or Country/Region of origin	Target Value/machine*day	Quantity	
	Coating Facility	China	Confidential	3	
	Cutting Facility	China	Confidential	6	

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	Testing Equipment	China	Confidential	1
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Section 2: Production Process Control

2.1 Production Process Control		
Item	Content	Observations /Comments
1	Product R&D capacity	<input type="checkbox"/> Own brand <input checked="" type="checkbox"/> ODM <input checked="" type="checkbox"/> OEM
2	Are the environmental conditions, such as tidiness and cleanliness being controlled and suitable for the operation performed?	<input type="checkbox"/> Very tidy <input checked="" type="checkbox"/> Normal <input type="checkbox"/> Need to improve <input type="checkbox"/> Very poor
3	Are the necessary items /documents provided at appropriate location and under control?	<input type="checkbox"/> Work Instructions /procedures <input checked="" type="checkbox"/> Workmanship standard /acceptance <input checked="" type="checkbox"/> Golden sample /Approval sample <input type="checkbox"/> Product picture <input type="checkbox"/> Verbal by workshop director
4	Are written instructions available for incoming material inspections /testing? Is the relevant record maintained?	<input checked="" type="checkbox"/> Has instructions and uniformly followed <input type="checkbox"/> Has instruction but no written records <input type="checkbox"/> Materials checked by storage staff
5	Are written inspections /testing instructions available for finished products? Is the relevant record maintained?	<input checked="" type="checkbox"/> Have instructions and uniformly followed <input type="checkbox"/> Have instruction but no written records <input type="checkbox"/> Finished product checked by packing staff
6	What type of inspection is used for finished products?	<input checked="" type="checkbox"/> Random inspection <input type="checkbox"/> Visual inspection <input checked="" type="checkbox"/> Function inspection <input checked="" type="checkbox"/> 100% inspection <input checked="" type="checkbox"/> Visual inspection <input type="checkbox"/> Function inspection
7	Are non-conforming units clearly marked/ segregated to prevent accidental dispatch?	<input type="checkbox"/> Marked and segregated <input checked="" type="checkbox"/> Segregated but not marked clearly <input type="checkbox"/> Not found on site
8	How are the non-conforming units handled?	<input checked="" type="checkbox"/> Repaired and re-inspection <input checked="" type="checkbox"/> Picked out <input type="checkbox"/> Used under control <input type="checkbox"/> Others

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Part G: Working Environment

Section 1: Working Environment

1.1 Welfare Benefits		
Item	Content	Observations /Comments
1	Does the company have effective procedures to verify the age of staff at the time of recruitment?	<input checked="" type="checkbox"/> Has written procedure and keeps adequate age documents of workers <input type="checkbox"/> Has written procedure but doesn't follow records <input type="checkbox"/> Hasn't written procedure or follows records
2	Do all workers sign employment contracts with the factory?	<input checked="" type="checkbox"/> All workers sign employment contracts <input type="checkbox"/> Some workers sign employment contracts <input type="checkbox"/> Only management staff sign employment contracts <input type="checkbox"/> No staff sign employment contracts
3	Is statutory contribution required for all employees' social insurance (e.g. health insurance, unemployment insurance, accident insurance etc.) paid for by the enterprise?	<input checked="" type="checkbox"/> All workers have social insurance. <input type="checkbox"/> Some workers have social insurance <input type="checkbox"/> Only management staffs have social insurance <input type="checkbox"/> No staff have social insurance
4	Does the company have a clear and effective policy on working hours, rest and vacations? If does, please list it.	<input checked="" type="checkbox"/> All staffs work kept to the policy <input type="checkbox"/> Most of the time it keeps to the policy except midseason. <input type="checkbox"/> Usually needs overtime. <input type="checkbox"/> No relevant records for working hours Describe the working hours: 5 days 8 hours
5	Does the company pay extra remunerations for all overtime work?	<input checked="" type="checkbox"/> For all overtime work. <input type="checkbox"/> For official holidays <input type="checkbox"/> For official holidays except weekend. <input type="checkbox"/> No extra remunerations for overtime.
6	Does the company have dormitories for staff? If yes, please describe the condition.	<input type="checkbox"/> Provide dormitories for all staff <input type="checkbox"/> Provide dormitories for workers <input type="checkbox"/> Provide dormitories for management staff <input checked="" type="checkbox"/> No dormitories were provided. Describe the condition: N/A
1.2 Labor Protection		
Item	Content	Observations /Comments
1	Are there uniforms for all staff in company?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other
2	Is the emergency medical supplies enough and easily used in workshop?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other
3	Does the company arrange health and safety training for new workers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other
4	Do the workers have the appropriate protective equipment during operation in workshop? Such as gloves, masks.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other

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5	Is there training needed and carried out for fire protection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other
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Part H: Energy Saving and Emission Reduction

Section 1: Environmental Management

1.1 Environmental Management		
Item	Content	Observations /Comments
1	Environmental Management System	<input type="checkbox"/> ISO 14001 Certificate <input type="checkbox"/> Cleaner production management <input checked="" type="checkbox"/> NIL
2	Environmental Impact Assessment	<input type="checkbox"/> The Report of Environmental impact assessment is approved by EPA . <input checked="" type="checkbox"/> NIL
3	Check and Acceptance of Completed Constructive Projects	<input type="checkbox"/> The Report Completed Constructive Projects Inspection and Acceptance is approved. <input checked="" type="checkbox"/> NIL
4	"Three Simultaneity" for Environmental protection	<input type="checkbox"/> The Report of "Three Simultaneity" for Environmental protection Inspection and Acceptance is available. <input checked="" type="checkbox"/> NIL

Section 2: Water, Gas and Noise Control

2.1 Water, Gas and Noise Control		
Item	Content	Observations /Comments
1	Water-intaking	<input type="checkbox"/> Water-intaking license <input type="checkbox"/> No water-intaking license <input checked="" type="checkbox"/> No water taken from natural water body
2	Waste water	<input type="checkbox"/> Water-draining license or contract <input type="checkbox"/> Having carried out waste water treatment before draining <input type="checkbox"/> Having carried out waste water monitoring and the result of which being within the standard limit <input checked="" type="checkbox"/> No detail activities were found
3	Emission to air	<input type="checkbox"/> Air pollutant emission license <input type="checkbox"/> Having carried out air pollutant emission monitoring and the result of which being within the standard limit <input checked="" type="checkbox"/> No detail activities were found to reduce emission to air
4	Classification and Recycling for solid waste	<input checked="" type="checkbox"/> Having applied trash classification recycling <input type="checkbox"/> Having special warehouse for hazardous waste <input type="checkbox"/> No detail activities were found
5	Noise	<input type="checkbox"/> The company carried out noise monitoring and the result of which being within the standard limit one time per year <input checked="" type="checkbox"/> No detail activities were found

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Part J: Photos

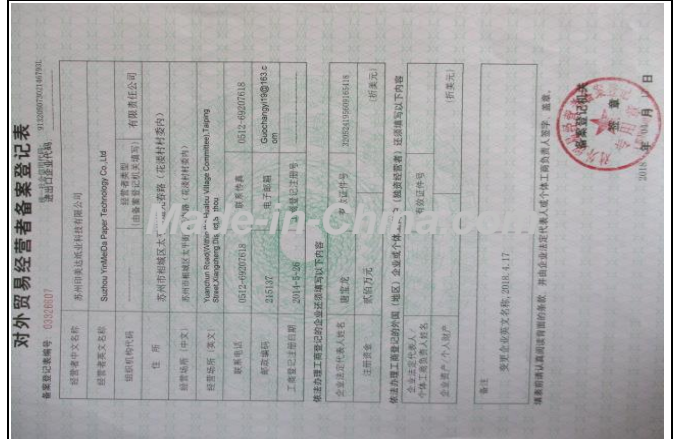
Section 1: Photos of Documents

1.1 Photos of Documents

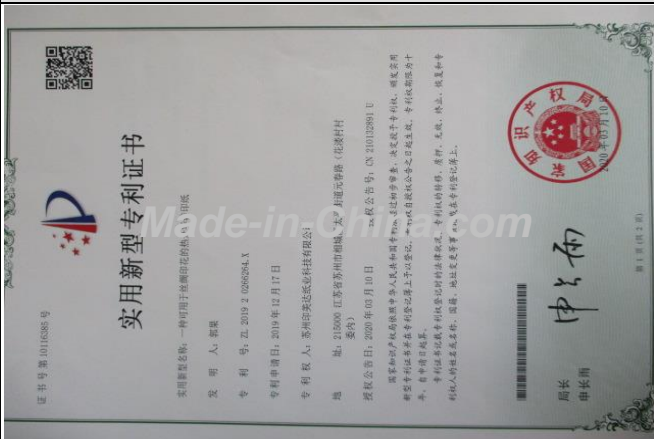
Description: Business License



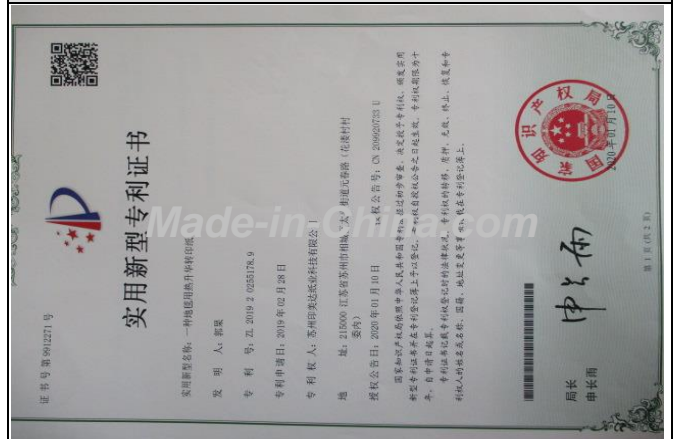
Description: Export License



Description: Patent Certificate



Description: Patent Certificate



Description: ISO 9001:2015



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Section 2: Photos of Company

2.1 Photos of Company and Product Sample

Description: Company Gate



Description: Office



Description: Workshop



Description: Workshop



Description: Product Sample



Description: Product Sample



-- End of the Report --

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