

操作指南-查看 BSCI 报告

Getting Started Guide

Viewing a BSCI report

SGS 供应链评审服务部
SGS Supply Chain Assessments & Solutions (SAS)



SGS

关于本指南

从 2012 年 9 月起, BSCI 开始推行新的数据平台, 要求创建工厂 ID、发起审核申请、通过客户授权、安排审核、完成报告和查看报告均需通过数据平台进行, 确保了报告安全性的同时, BSCI 成员/工厂也可以随时通过数据平台查看审核进程和已完成的审核报告, 更方便快捷。

为了帮助大家有效查询报告, [SGS 供应链评审服务部](#)编写了该指南, 涵盖如何登陆数据平台查询报告, 常见的操作步骤, 及最终评分等, 仅供参考。

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About the Guide

Starting from Sep, 2012, BSCI has launched a new IT platform. The new platform allows audit report uploading, sharing of information, which can help reducing audit time, and mitigate the workload of the producer. Also BSCI member / factory could log in with its own account and password to check the report.

To help you check the report effectively, [SGS Supply Chain Assessments & Solutions \(SAS\)](#) has written the guide, it covers how to view a BSCI report in system, common operating steps and the total score for your reference only.

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步骤 1:

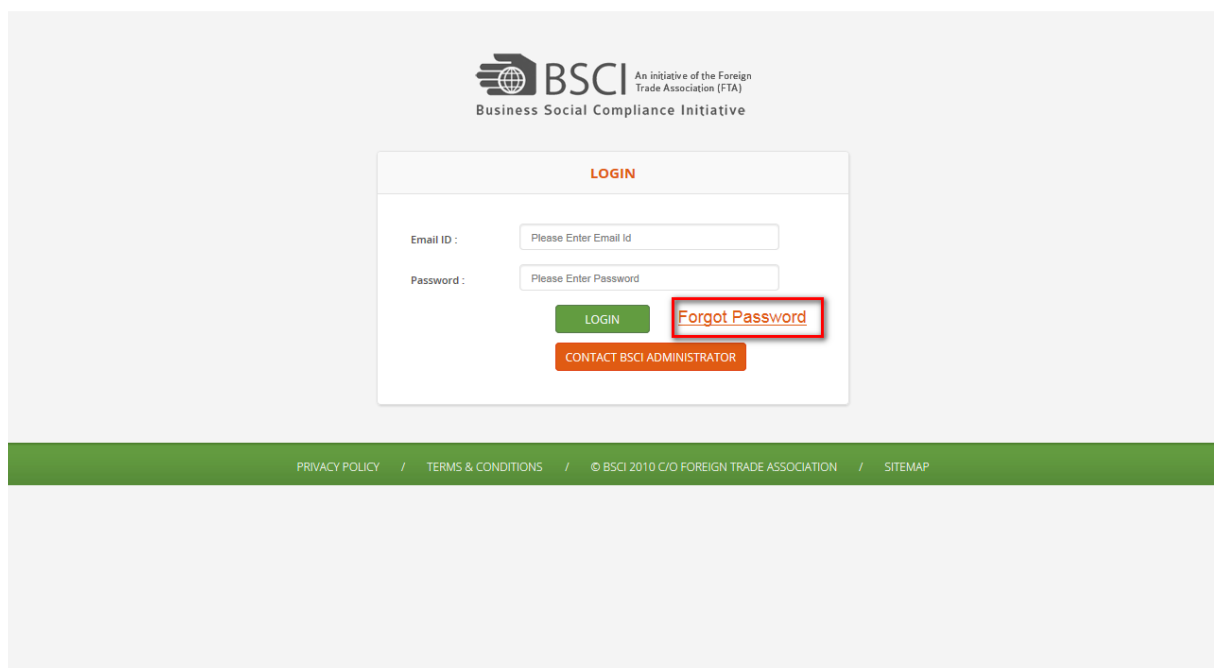
Step 1: 登陆数据平台 Login onto the IT platform

BSCI 审核结束后，审核公司将在线完成报告，并将 Email ID（即用户名）发给工厂/供应商，之后工厂/供应商即可登录 BSCI 数据平台 <http://www.bscliplatform.org/>，输入 Email ID 及密码（见图 1）。数据平台的密码是当 BSCI 会员/审核公司为工厂创建 DBID 时，由系统自动发送到用户名所属的邮箱中。

After BSCI audit, auditing company will complete the report online and provide Email ID (user name) to the factory / supplier. Then factory / supplier could log onto BSCI IT platform <http://www.bscliplatform.org/> by its own Email ID and password to check the report (See Figure 1). The password has been sent to the email address when DBID was successfully established.

备注：账号不允许有任何空格符。

PS. The space character is forbidden in the account.



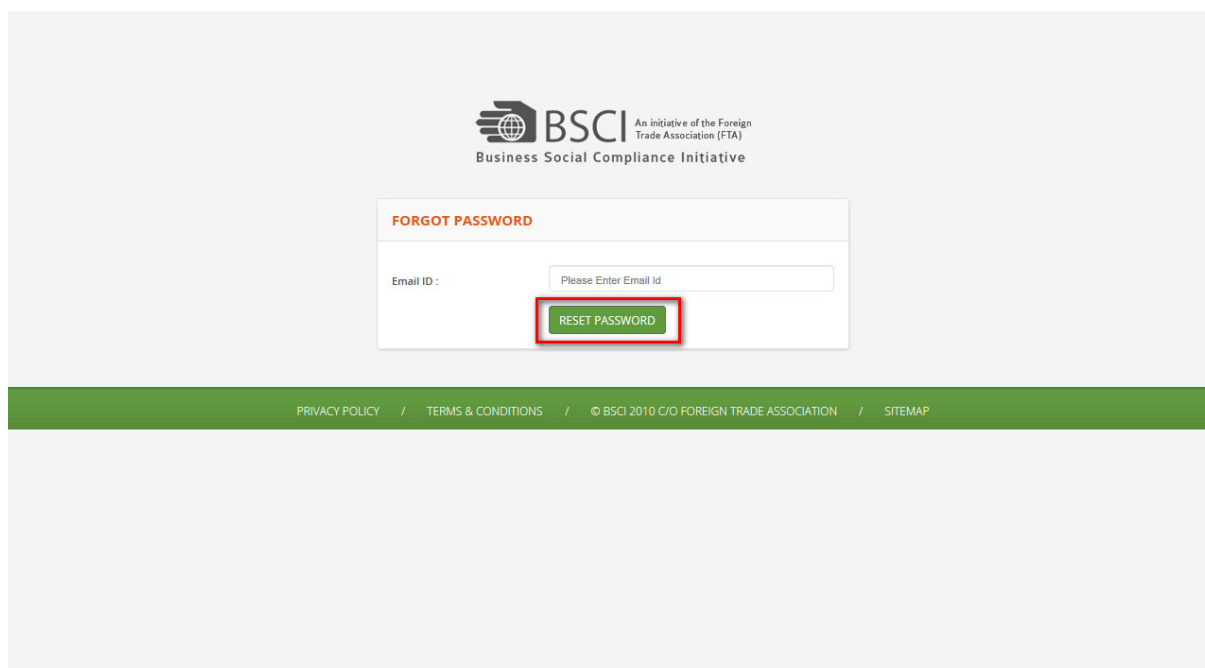
（图 1 / Figure 1）

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如果忘记密码，请点击“忘记密码”，并在新出现的网页中填写 Email ID 然后点击“重置密码”；系统将会发送一个新的重置密码链接至该邮箱。（见图 2）

If you forget the password, please click “forget password”, and then fill in your Email ID in the new page, later click “Reset Password”; the System will send you a link of resetting new password to the email address. (See Figure 2)

由于 SGS 不是 BSCI 数据平台开发者，所以 SGS 并不持有贵厂的登陆密码。如果您需要更改用户名，更改密码，或者出现点击“Reset password”键后依然没有收到密码等系统问题，请您直接联系您的客户，即 BSCI 成员。
We do not know the password since we are not the developer of BSCI platform. If you need to change email ID, or change password, or other system problems found such as no password received after the button “Reset password” was clicked, etc. please contact your BSCI RSP holder (BSCI participants of the audit) directly to have all problems solved.

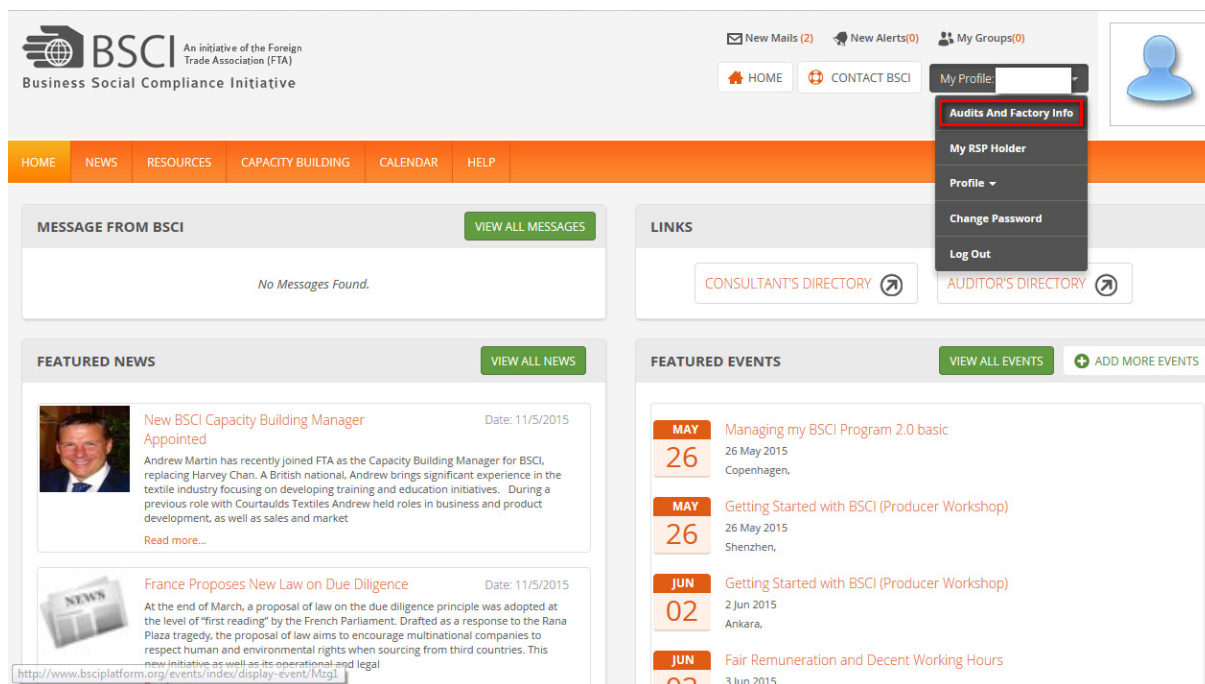


(图 2 / Figure 2)

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登录成功后，系统将跳转到 BSCI Home 界面，找到界面右方的 My Profile 项目。（见图 3）

After login successfully, the system will jump to BSCI Home Page, you will find My Profile on the right side of the screen. (See Figure 3)



(图 3 / Figure 3)

步骤 2: Step 2: 查询工厂信息 Information of Factory

点击 My Profile 中的 “Audit and Factory Info”，进入到工厂基本信息的界面，可看到工厂类型及产品类型等详细工厂分类信息（见图 4）。

Click “Audit and Factory Info” in the drop-down list of “My Profile”, it will come the page of factory's basic information directly, you will find the detailed information like Industry Type and Product Type, etc (See Figure 4).

The screenshot displays the BSCI (Business Social Compliance Initiative) website interface. At the top, the BSCI logo is accompanied by the text "An initiative of the Foreign Trade Association (FTA)" and "Business Social Compliance Initiative". Navigation links include HOME, CONTACT BSCI, and My Profile. A user profile icon is visible in the top right corner. Below the navigation bar, a breadcrumb trail indicates the current location: "YOU ARE HERE / HOME / PRODUCER PROFILE". The main content area is divided into two sections. The left section, titled "PRIMARY CONTACT", contains a "REQUEST AUDIT" button and a "VIEW PROFILE" link. The right section, titled "SNAPSHOT", displays various audit-related information, including "Industry Type: Accessories", "Product Type:", "Product Group:", "Sector: Non-Food", "DBID:", and "Email:". The "SNAPSHOT" section also includes a table with columns for "Audit Methodology", "Audit Result", "Audit Expiration Date", "Audit in Progress", "Total no of Participants Linked", "RSP:", "SAB000 Certified:", and "Number of workers". The table shows the following data: "Industrial" for Audit Methodology, "Yes" for RSP, "No" for SAB000 Certified, and "Number of workers" for the last column. The "Audit Result" and "Audit Expiration Date" fields are currently empty.

（图 4 / Figure 4）

步骤 3: Step 3: 查看报告 Review the Report

向下滑动鼠标，找到 **Progress of Producer** 部分，根据你所知的审核日期和审核类型，点击 **Audit/Certificate** 目录下相应的审核类型以进入报告界面。点击后，界面将会跳到你所找的报告界面，即可查看报告。（见图 5）
Scroll to mouse and find the section “Progress of Producer”, click the corresponding audit type in the list under Audit/Certificate Column. After that you will find the report and have a review. (See Figure 5)

PROGRESS OF PRODUCER

OVERALL SUMMARY

Code of Conduct Accepted: Yes Code of Conduct Signed: No

Audit 2.0/Coc 2014

Audit / Certificate	Audit Date	Expiry Date	Audit Valid	Authority	Audit Result	View /Action
Full Audit-View			Yes	SGS	C	N/A

Audit 2009

Audit / Certificate	Audit Date	Expiry Date	Audit CycleValid	Authority	Audit Result	View /Action
No files found						

DUPLICATE AUDITS

Audit / Certificate	Audit Date	Expiry Date	Audit CycleValid	Authority	Audit Result	View /Action
No Duplicate Audits Found.						

YOUNG WORKERS

DECENT WORKING HOURS SHEET

FAIR REMUNERATION

STAKEHOLDERS MAPPING

SUPPLY CHAIN MAPPING

GRIEVANCE MECHANISM

ADDITIONAL PRODUCER INFORMATION

UPLOAD DOCUMENT + ADD WORKER

Last updated on: 22/05/2015

Actions	Name	Date Of Birth (dd/mm/yyyy)	Working In The Facilities Since (dd/mm/yyyy)	Department	If Other, Please Specify	Attending School Or Vocational Training?	If YES, Indicate The Schooling Time Schedule	Working Time Schedule		Training On OHS (dd/mm/yyyy)	Training On Access To Grievance Mechanisms (dd/mm/yyyy)	Housing Provided By Auditee?	Permanent/ Seasonal/ Temporary?	Recruited Directly (Not Via Agency Or Broker)?	Comments
								From	To						
	None														

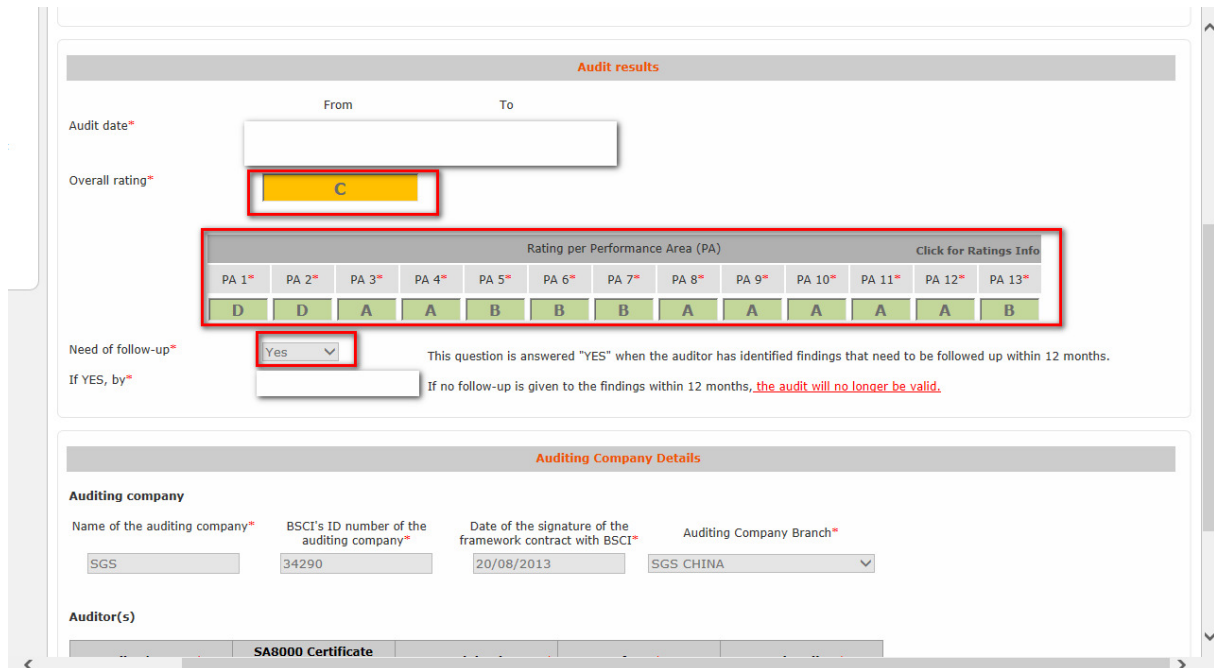
（图 5 / Figure 5）

BSCI 报告结果 Total Score

BSCI报告结果反映出工厂在日常企业文化和经营中融入BSCI守则的程度。这是结合各执行领域评级得出的结果。The overall rating reflects to which extent the factory has integrated the BSCI Code into its daily business culture and operations. It is a result of the combination of ratings per Performance Area.

BSCI报告结果分为A、B、C、D、E以及ZT(零容忍)的结果，其中ZT并非完整的评级，而是工厂有公然雇用童工、强迫劳动、对工人健康和/或生活造成迫切风险和不正当的行为时会收到的零容忍情况说明。

The overall rating includes A,B,C,D,E and ZT(Zero Tolerance). While ZT result is not completed rating of the factory, just reflects the status of Zero Tolerance in case of flagrant child labor, bonded labor, imminent risk to workers' health and/or lives and unethical behavior.



The screenshot displays the BSCI Audit results interface. The 'Audit results' section shows the 'Overall rating' as 'C'. Below this, a table titled 'Rating per Performance Area (PA)' lists 13 performance areas (PA 1* to PA 13*) with their respective ratings: PA 1* (D), PA 2* (D), PA 3* (A), PA 4* (A), PA 5* (B), PA 6* (B), PA 7* (B), PA 8* (A), PA 9* (A), PA 10* (A), PA 11* (A), PA 12* (A), and PA 13* (B). The 'Need of follow-up' section is set to 'Yes'. The 'Auditing Company Details' section shows the company name as 'SGS', BSCI's ID number as '34290', the date of the signature of the framework contract as '20/08/2013', and the auditing company branch as 'SGS CHINA'. The 'Auditor(s)' section is empty.

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*
D	D	A	A	B	B	B	A	A	A	A	A	B

(图 6 / Figure 6)

BSCI 审核有效性 Audit Validity

A 或B级:

除非需要进行跟进审核，正常情况下BSCI 全面审核在2年内有效。在这种情况下，工厂的总评级是A或B级。凡被评为A和B级的工厂都有机会在两次全面审核期间接受突击抽查。

Rating A or B:

BSCI full audits are valid for 2 years, unless follow-up audits are to be conducted. This is the case for factories that receive an overall rating of A or B.

Factories rated A and B are eligible to receive a Random Unannounced Check in the period between the two full audits.

C、D 或E级:

当工厂在全面审核后收到总评级为C、D或E时，工厂需要在60天内在上平台提交改善计划（依照下页的操作指引），该审核在进行跟进审核前有效。

跟进审核应按照改善计划规定的日期执行，但仅在最近的审核后的12个月内进行：

- 若跟进审核结果表明有改进（例如获评A或B级），最新的审核结果将保持有效至原全审到期日为止。
- 若跟进审核结果是 C、D 或E级，该跟进审核结果有效期到下一次跟进审核期为止。

Rating C, D or E:

When a factory receives an overall rating of C, D or E after a full audit, the factory has to submit improvement plan through the platform (According to operation guidance of following page), this audit is valid until the follow-up audit is conducted.

The follow-up audit shall be conducted on the date defined in the Remediation Plan but it can only take place up to a maximum of 12 months after the last audit:

- If the result of the follow-up audit shows improvements (A or B rating) then the audit is valid until the full audit is due
- If the result of the follow-up audit is C, D or E, the audit is valid until the next follow-up audit is due.

提交改善计划 Submit remediation plan

在首页的橙条上，可找到改善计划的栏目。点击“改善计划”，再在下方点击“添加计划”，依次按照该界面填写改善计划理由，类型，识别的需求，目标时间以及改善计划。若有文件需要上传也可在此处上传。完毕后点击保存和提交即可。若有多个针对不同发现点的改善计划需保存提交，可多次重复进行该活动。

You can go to the “Remediation plan” on the orange bar. Click the “Remediation plan”, and then click “Add Plan”, fill the reason for Remediation Plan, Type of Remediation Plan, Identified Needs, Target Date and Action planned accordingly. Of course, you can upload any document in need here. Click the button of “SAVE” and “SUBMIT” when all actions are done. If you have several corrective action plans against different findings needed to be saved and submitted, please duplicate the actions for several times.

HOME NEWS MY RESOURCES BSCI RESOURCES CAPACITY BUILDING CALENDAR HELP **REMEDIATION PLAN**

YOU ARE HERE / HOME / REMEDIATION PLAN [Back](#)

REMEDIATION PLAN

[Submitted Plans](#) [Saved Plans](#) **Add Plan**

[Click to View Guidelines](#)

*Reason for Remediation Plan:

*Type of Remediation Plan:

*Identified Needs:

☐ Policy ☐ Communication ☐ Training ☐ Stakeholder engagement

☐ Procedure ☐ Other ☐ Documentation/Data Mgmt ☐ Structural Change(machinery, equipment, buildings, etc)

*Target Date:

Attachments :

Please Note: Maximum 3 file uploads are allowed, maximum file size is 3MB. Upload only pdf, doc and xls.

Upload

*Actions Planned:

SAVE SUBMIT CANCEL

(图 7/ Figure 7)

步骤 4: Step 4: 生成 BSCI 报告 Generate PDF report

如果您需要 PDF 格式的报告,请您在进入报告界面之后点击“Summary Audit Report”(见图 8),你将会在右边看到“Generate PDF”按钮。点击该按钮后,将会生成一份 PDF 报告。

If you need the report in PDF, please click the button “Summary Audit report” after you enter the report page, (See Figure 8), then you will see the button “Generate PDF” on top right corner. Please click this button, and then report in PDF will be generated.

The screenshot displays the 'Summary Audit Report' interface. On the left is a sidebar with a 'Current Producer' field and a list of navigation links under 'Current Audit'. The main content area is divided into two sections: 'Main Auditee Information' and 'Audit Details'. The 'Main Auditee Information' section contains a table with fields for Name of producer, DBID number, Audit ID, Address, Province, Country (set to China), Management Representative, Contact person, Sector (set to Non-Food), Industry Type, and Product group. The 'Audit Details' section contains a table with fields for Audit Range, Audit Scope, and Audit Environment, each with checkboxes for different audit types. A 'Generate PDF' button is located in the top right corner of the interface.

Main Auditee Information			
Name of producer :			
DBID number :			
Audit ID :			
Address :			
Province :		Country :	China
Management Representative :			
Contact person:		Sector :	Non-Food
Industry Type :		Product group :	
Product Type :			

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

关于 SGS

SGS 是全球领先的检验、鉴定、测试和认证机构,是公认的质量和诚信的基准。SGS 集团在世界各地共有 75,000 多名员工,分布在 1,500 多个分支机构和实验室,构成了全球性的服务网络。

About SGS

SGS is the world's leading inspection, verification, testing and certification company. SGS is recognized as the global benchmark for quality and integrity. With more than 75,000 employees, SGS operates a network of over 1,500 offices and laboratories around the world.