



Measured Results - Improved Performance

Workplace Conditions Assessment Report

OOO ORANGE CRUG

Report No	F_IAR_1617
Audit Date	Mar 24, 2011
Assessment Stage	Initial
Audit Location	Krasny prospect 14, offis 517
City	Novosibirsk
Country	Russia
Telephone No	7 3832235855
Fax No	7 3832187670
Email	alv-ok@ngs.ru
Auditor Name	Cestmir Titov

Workplace Performance Index

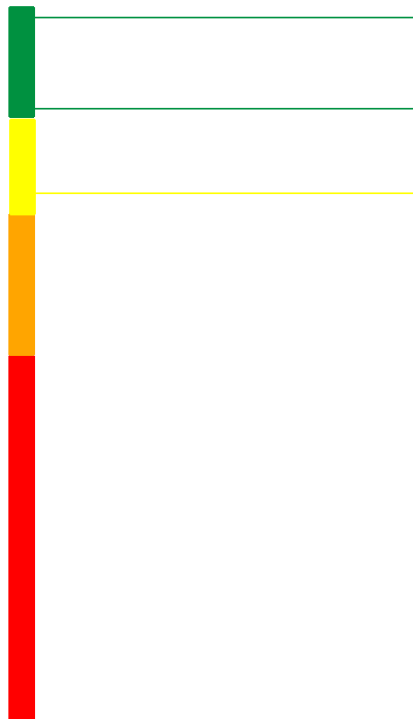
Participating Facilities : 1488

High Performance (85 – 100)
Meet Expectations.

Medium Performance(71 – 84)
Further Improvement Needed.

Low Performance(51 – 70)
Significant Action Required.

Very Low Performance(0 – 50)
Urgent Action Required.



Facility Score **99**

Country Score **86**

Global Score **74**





Facility Profile

Facility Name	OOO ORANGE CRUG		
Facility Legal Name	OOO ORANGE CRUG		
Contact Name, Title	Garmashova Elena, Director		
Vendor Name	OOO ORANGE CRUG		
Industry	Electrical and Electronics		
Products Manufactured	Organization of business events		
Production Processes	Hotel reservations, rooms of negotiations, business meetings, organization of various transfers.		
Production capacity a week	6 events per week		
Total number of machines	5		
Main machine types	Computers		
Current production for client	-		
Facility's legal status	Privately owned		
Year facility began operations	16 December 2003		
Number of buildings the facility operates in	1		
Languages spoken at the facility	Russian		
Facility management speaks same language as the employees	Yes		
Range of total number of employees at the facility	0-100 employees		
Female Employees	3	Production (Non-Mgmt) Employees	0
Male Employees	2	Local Employees	5
Mgmt Employees	5	Foreign Employees	0
Union Name	None		
Number of shifts and operating hours	1 shift, 9am-6pm		
Subcontractor name, location	The are numerous subcontractors such as hotels, transportation and service companies.		
Subcontracted processes	Transportations, accommodations, events, entertainments, conferences, ect.		
Facility is located in a special economic zone or other type of commercial zone that exempts it from compliance with any local/national laws	No		
Person responsible for overall social compliance issues	Garmashova Elena		
Valid certificate for social compliance certification program	None		



Facility Overview

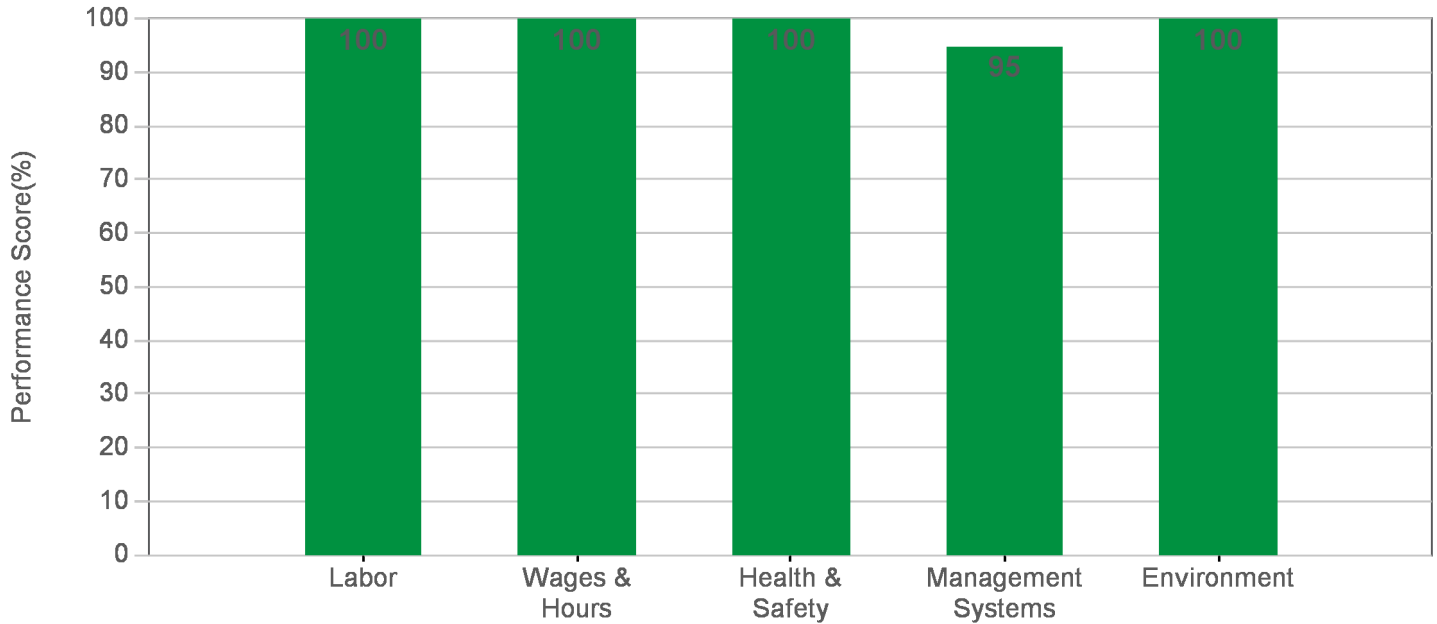
The facility is used for organising of business tours and events. Company rents 1 office with total area of 25m² which located at 63000, Novosibirsk, ul. Krasny prospect, 14. There are currently 5 employees. Working hours are recorded manually. The employees are paid twice per month.

Audit Process

Audit Sample Size: Payroll & Attendance records	Audit Sample Size: Employee Interviews	Audit Sample Size: Other records reviewed, please specify.	Audit Pay Period Provided for Review
5	5	Ethical code, Employment policy, the rules of internal working procedure, anti-bribery and integrity policy, office rent agreement, enterprise charter, payroll records, labor contracts, personal files.	November 2010, December 2010, March 2011

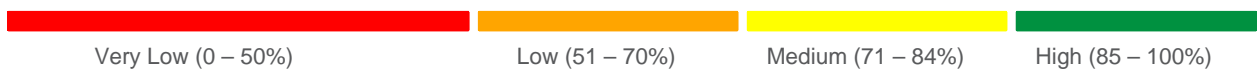


I. Facility Performance Summary

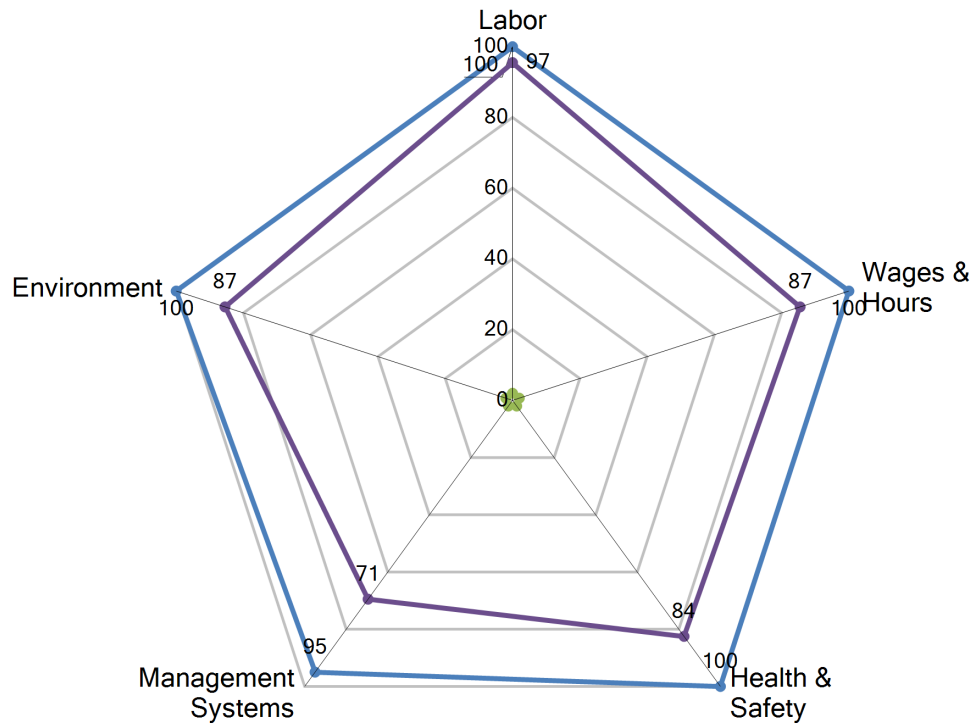


Performance Summary	Overall Compliance (%)	Non Compliance (%)							
		Major		Moderate		Minor		Zero Tolerance	
		# of Questions	%	# of Questions	%	# of Questions	%	# of Questions	%
Facility Summary	99%	0	0.00%	0	0.00%	1	0.69%	0	0.00%

Performance Summary	Section Compliance		Non Compliance (%)								# of Total Applicable Questions
			Major		Moderate		Minor		Zero Tolerance		
	# of Questions	%	# of Questions	%	# of Questions	%	# of Questions	%	# of Questions	%	
Labor	38	100%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	38
Wages & Hours	27	100%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	27
Health & Safety	44	100%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	44
Management Systems	31	95%	0	0.00%	0	0.00%	1	4.62%	0	0.00%	32
Environment	10	100%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	10
Business Practices	23	100%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	23



II. Performance Trend Analysis



Sections

—●— Current Audit (24-Mar-2011)
 —●— First Audit (Not Applicable)
 —●— Russia

Section Name	Current Audit	First Audit (Not Applicable)	Change (Current-First)	Russia Average
Labor	100	Not Applicable	■	97
Wages & Hours	100	Not Applicable	■	87
Health & Safety	100	Not Applicable	■	84
Management Systems	95	Not Applicable	■	71
Environment	100	Not Applicable	■	87

▲ Advancers
 ■ Constant
 ▼ Decliner

III. Comparison Benchmark

Global Average :

■ Global Average

Total Assessments : 1488

Average Overall Score : 74

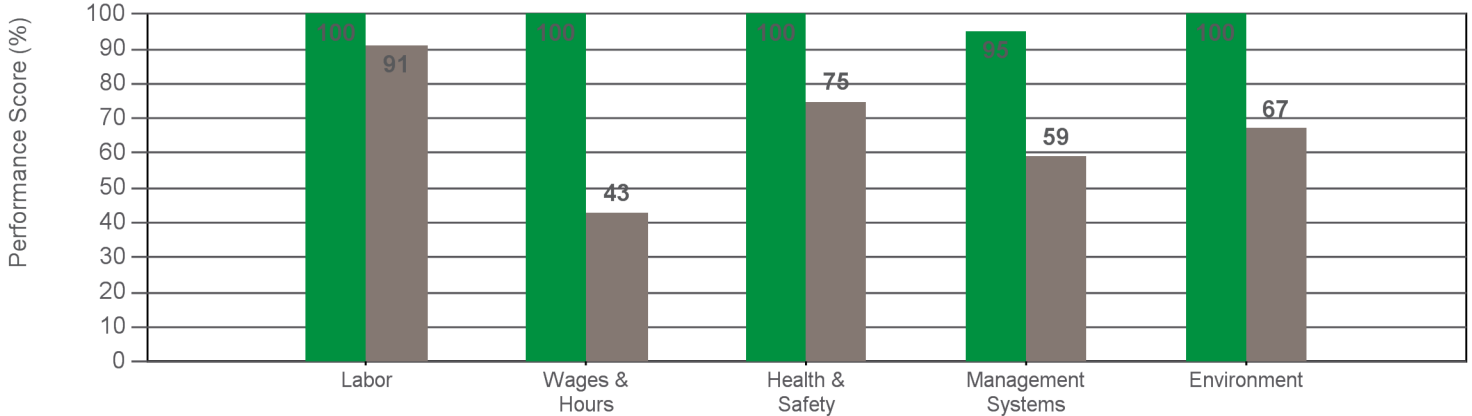


Electrical And Electronics Industry Average :

■ Electrical And Electronics Industry Average

Total Assessments : 74

Average Overall Score : 68

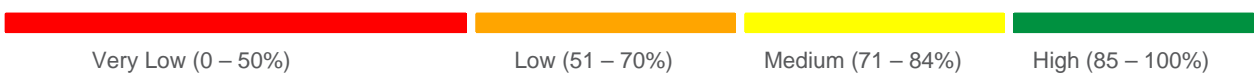


Russia Average :

■ Russia Average

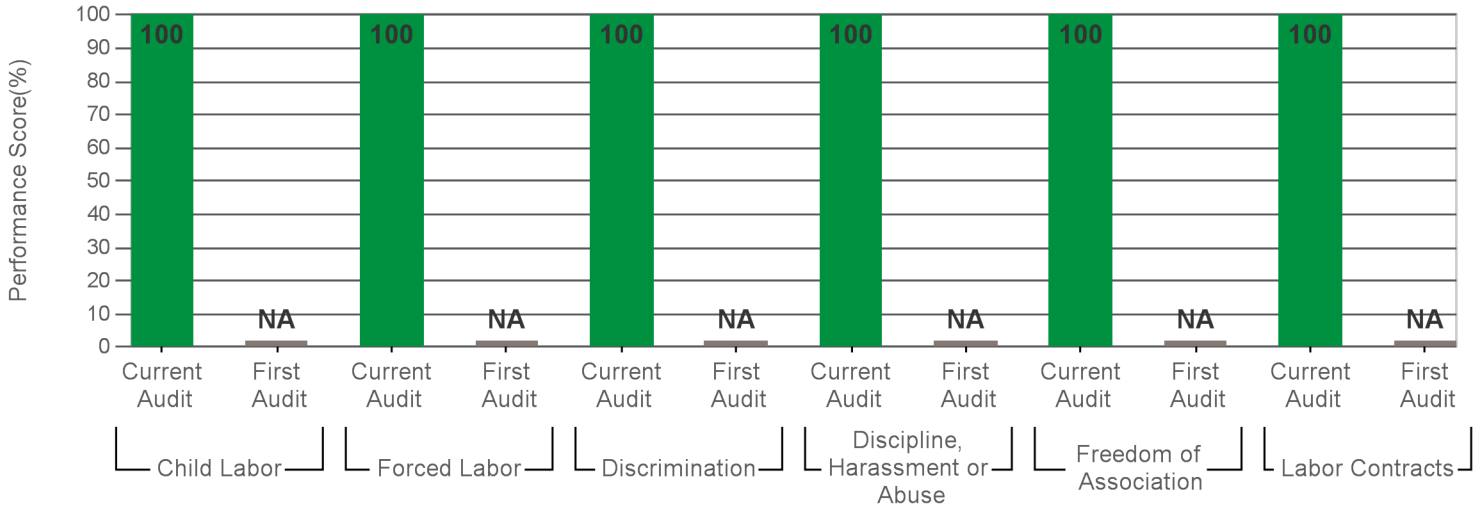
Total Assessments : 4

Average Overall Score : 86

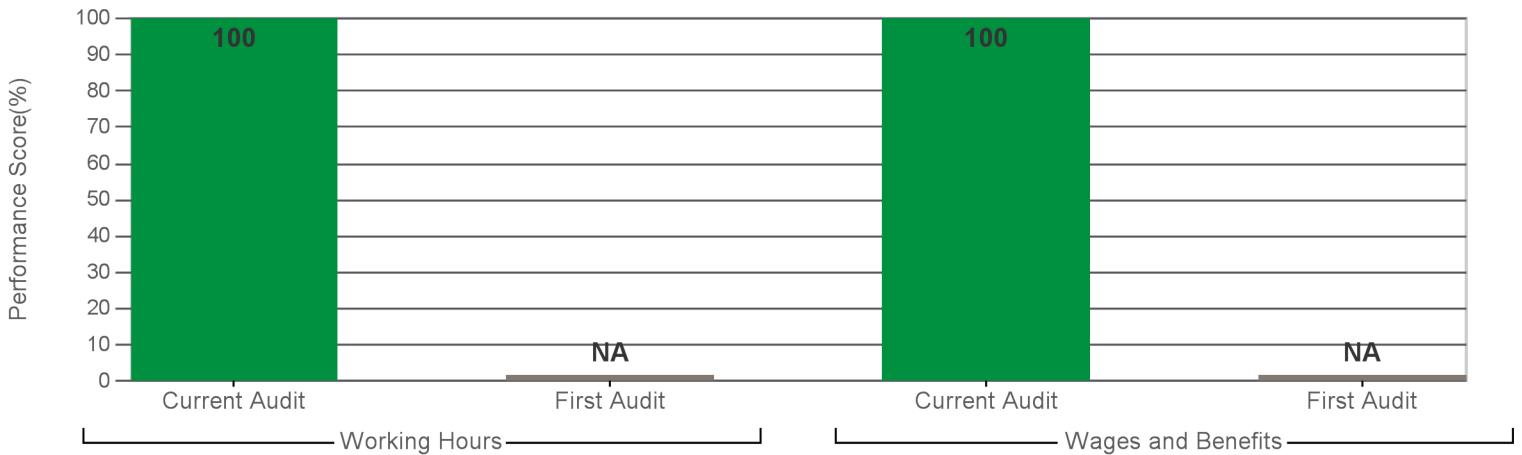


IV. Sub Section Comparison Benchmark

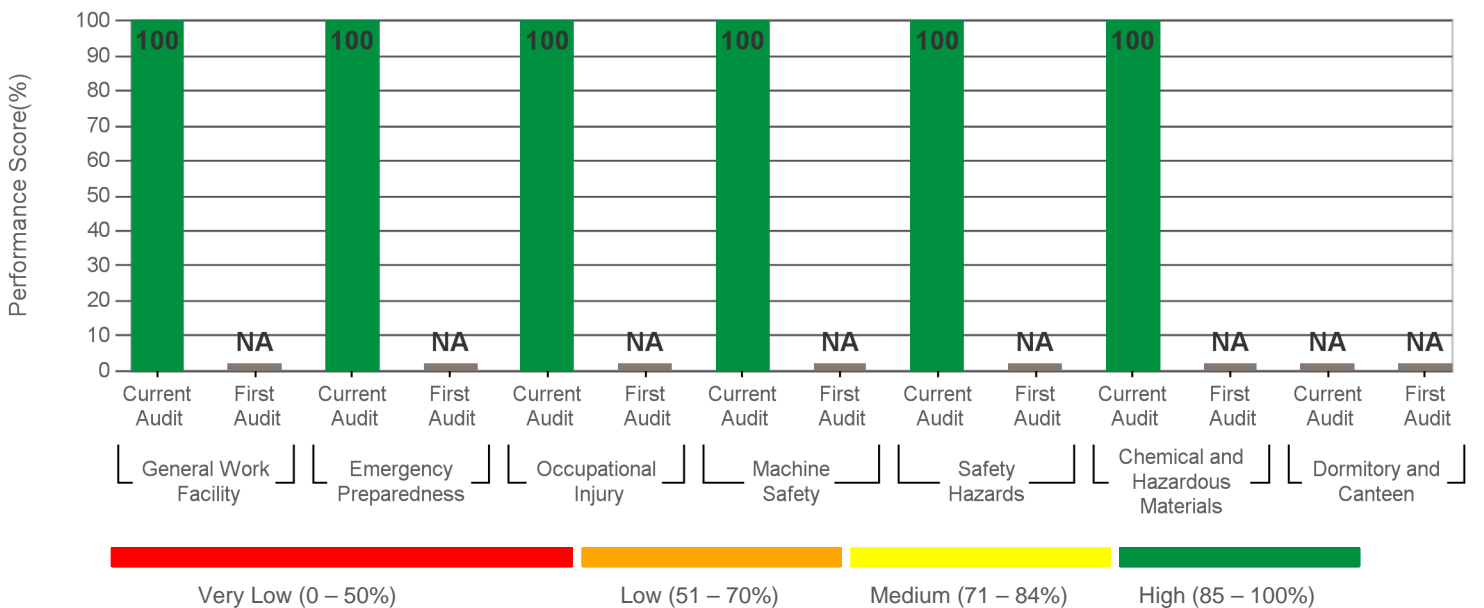
Labor



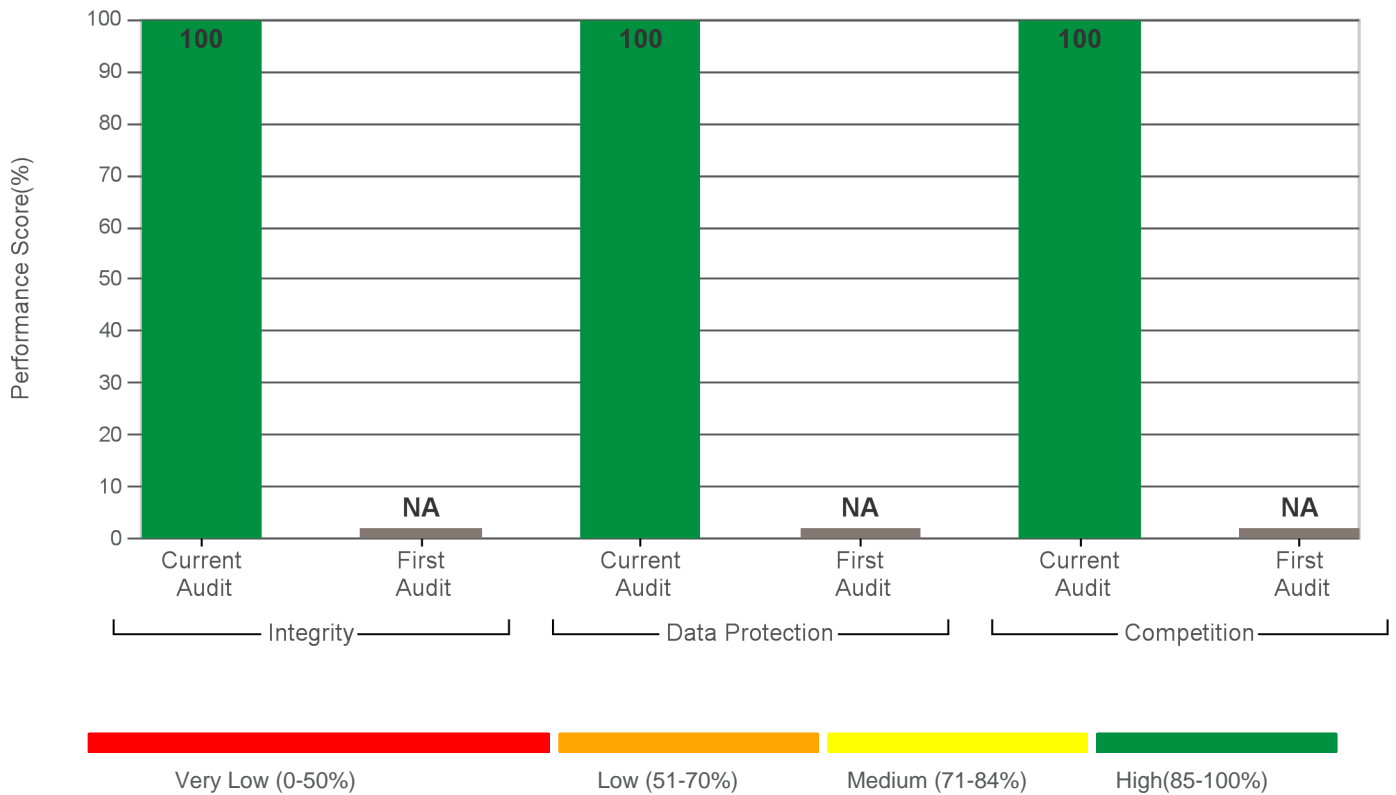
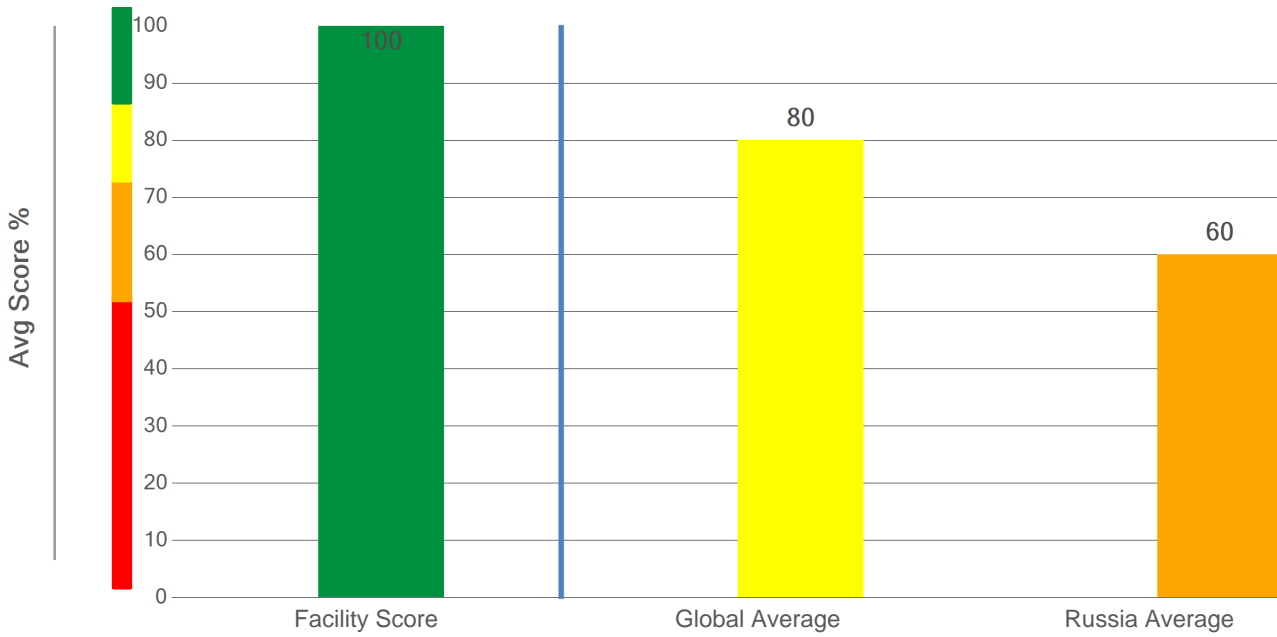
Wages & Hours



Health & Safety

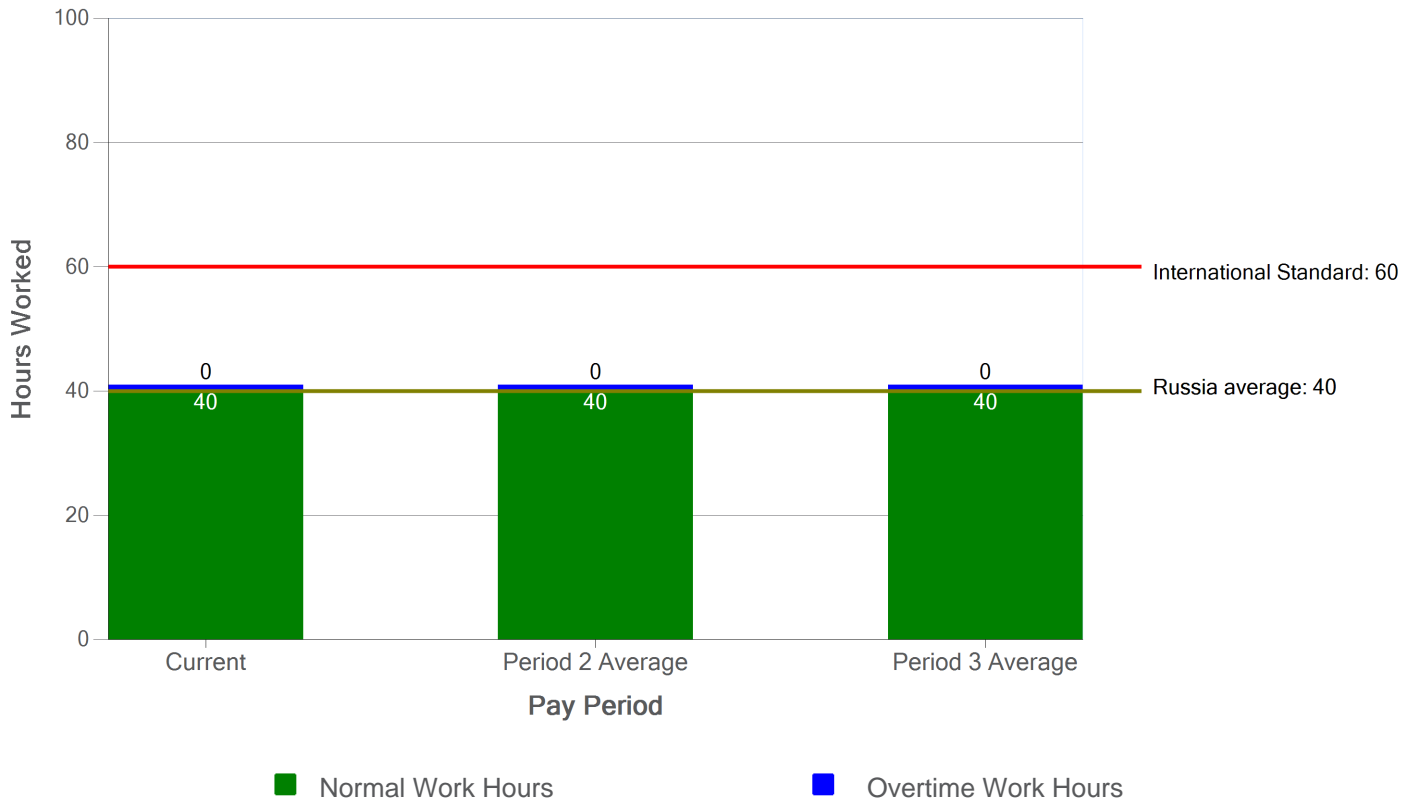


V. Business Practices



VI. Working Hours and Wages

Average Total Hours Worked - Weekly

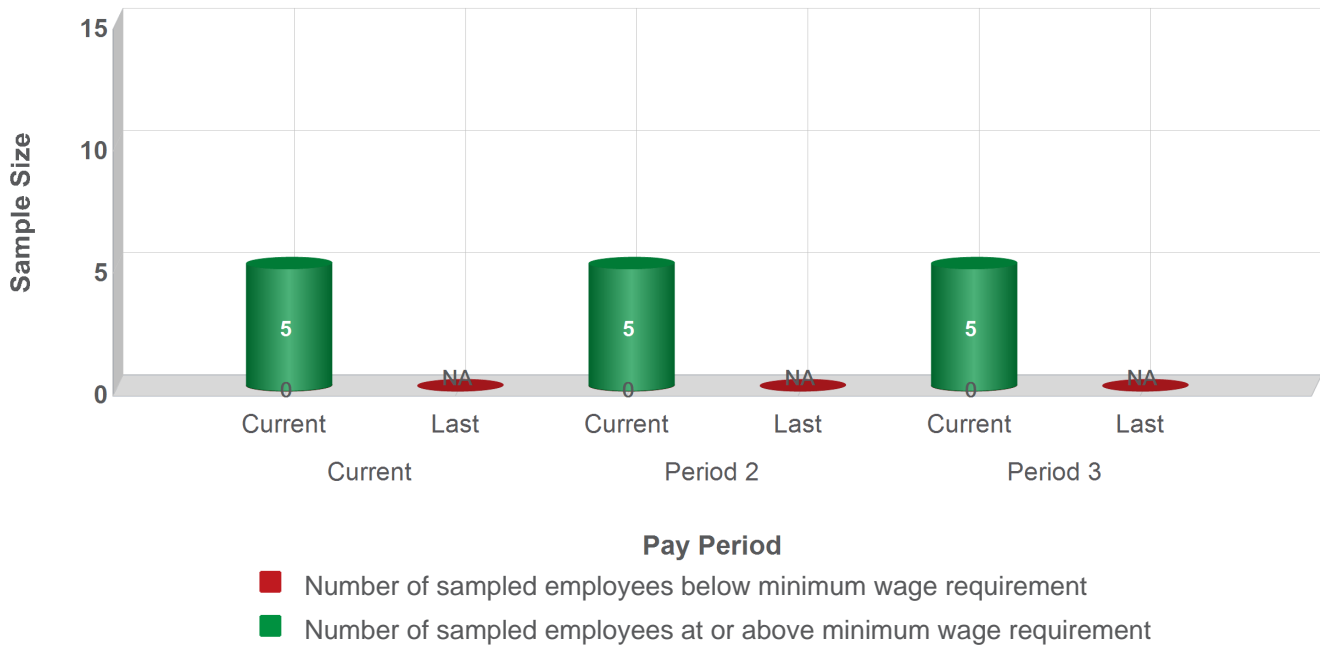


	From (Day-Month-Year)	To (Day-Month-Year)	Peak Season
Current Period Dates	01-Oct-10	31-Oct-10	No
Period 2 Dates	01-Dec-10	31-Dec-10	No
Period 3 Dates	01-Mar-11	20-Mar-10	No

Average Wages Paid in Local Currency (RUR)

Average Wages(Monthly)	
Local Minimum Wage	4330
Average wage paid at this facility	15000
Country average wage paid	39250

Wage Analysis- Sampled Records



	From (Day-Month-Year)	To (Day-Month-Year)	Peak Season
Current Period Dates	01-Oct-10	31-Oct-10	No
Period 2 Dates	01-Dec-10	31-Dec-10	No
Period 3 Dates	01-Mar-11	20-Mar-10	No



VII. Challenges and Strengths

Facility Strengths: Facility performance ranks in the **top 20th** percentile of the population

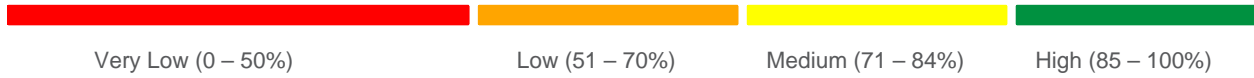
Global
Implementation
Rate

Facility Challenges: Facility performance ranks in the **bottom 20th** percentile of the population

Global
Implementation
Rate

VIII. Opportunities for Improvement

Performance Rating



95% Section: Management Systems

SubSection: Management Systems

Current	Last	ID	Audit Findings	Global Freq. of Compliance %
Minor	N/A	277.07	The facility's written manual for processes and procedures does not include a hazardous chemicals procedure Labor Code of the Russian Federation, article 225	84%

Recommendation for Improvement Plan Timeline

Finding Rating	Improvement Timeline
Zero Tolerance	Take immediate action to make necessary improvements
Major	Take action within one month to make necessary improvements
Moderate	Take action within three months to make necessary improvements
Minor	Take action within six-nine months to make necessary improvements



IX. Good Practices

Section	Sub-Section	ID	Good Practice Description
Labor	Discrimination	54.00	The facility has written policies that prohibit discrimination
Wages & Hours	Working Hours	119.00	The facility has written procedures in place to determine, manage and control overtime
Management Systems	Management Systems	285.04	The facility communicates with employees using verbal exchange
		285.05	The facility communicates with employees using a phone hotline
Environment	Environment	302.00	The facility has made progress in reducing or eliminating pollution, waste and conserving resources
		309.00	The facility has implemented energy saving measures or adopted new technology that are aiming to save energy

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