
Sedex Members Ethical Trade Audit (SMETA) Report

(Version 4.0 May 2012, 2/4 Pillar Audit; replaces version 2.4. Sept 2010)

Supplier name:	KaTech Katharina Hahn + Partner GmbH Buurdieksweg 4, 23858 Wesenberg	
Site country:	Germany	
Site name:	KaTech Katharina Hahn + Partner GmbH	
SMETA Audit Type:	<input checked="" type="checkbox"/> 2-Pillar	<input type="checkbox"/> 4-Pillar

Audit Content:

(1) A SMETA audit was conducted which included some or all of Labour Standards, Health and Safety Business Practices and Environment. The SMETA Best Practice Methodology v.4.0 May 2012 was applied. Any deviations from the SMETA methodology are stated (with reasons for deviation) in the SMETA Declaration.

(2) The audit scope was against the following reference documents:
Please check appropriate SMETA Audit Type in the above box:

2-Pillar SMETA Audit

- ETI Base Code
- SMETA Additions
 - o Management systems and code implementation,
 - o Entitlement to Work & Immigration,
 - o Sub-Contracting and Home working

4-Pillar SMETA Audit

- o 2-Pillar requirements plus
- o Additional Pillar assessment of Environment
- o Additional Pillar assessment of Business Practices

Where appropriate non-compliances were raised against the ETI code / SMETA Additions & local law and recorded as non-compliances on both the audit report, CAPR and on Sedex.





Insert Audit Company logo

Audit Company Name:	Report Owner (payee): <i>(If paid for by the customer of the site, please remove for Sedex upload)</i>
Sedex Company Reference: <i>(only available on Sedex System):</i>	S 000000072420
Sedex Site Reference: <i>(only available on Sedex System)</i>	P 000000162853

Audit Conducted By			
Commercial	<input checked="" type="checkbox"/>	Purchaser	<input type="checkbox"/>
NGO	<input type="checkbox"/>	Retailer	<input type="checkbox"/>
Trade Union	<input type="checkbox"/>	Brand Owner	<input type="checkbox"/>
Multi-stakeholder	<input type="checkbox"/>	Combined Audit (select all that apply)	

Auditor Reference Number: <i>(If applicable)</i>	
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SMETA Declaration

I declare that the audit underpinning the following report was conducted in accordance with SMETA best practice guidance.

Any exceptions to this must be recorded here (e.g. different sample size):

Auditor Name(s) (please list all including all interviewers):

Role:

Date:



Audit Details

Audit Details	
A: Report #:	
B: Date of audit:	29.07.2014
C: Time in and time out:	Time in:08:00 Time out:16:30
D: Number of Auditor Days Used: <small>(number of auditor x number of days)</small>	1
E: Audit type:	<input checked="" type="checkbox"/> Full Initial <input type="checkbox"/> Periodic <input type="checkbox"/> Full Follow-up <input type="checkbox"/> Partial Follow-Up <input type="checkbox"/> Partial Other - Define
F: Was the audit announced?	<input checked="" type="checkbox"/> Announced <input type="checkbox"/> Semi – announced <input type="checkbox"/> Unannounced
G: Was the Sedex SAQ available for review?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If no, why not?	
I: Auditor name(s) and role(s):	Daniela Palm, senior lead auditor
J: Report written by:	Daniela Palm
K: Report reviewed by:	
L: Report issue date:	30.07.2014
M: Supplier name:	KaTech Katharina Hahn + Partner GmbH
N: Site name:	KaTech Katharina Hahn + Partner GmbH
O: Site country:	Germany
P: Site contact and job title:	Mr Patrick Schwarz, Managing Director
Q: Site address:	Burdieksweg 4, 23858 Wesenberg
Site phone:	+49 (0) 451 407020
Site fax:	+49 (0) 451 40702-215
Site e-mail:	Patrick.Schwarz@khpartner.com



R: Applicable business and other legally required licence numbers: for example, business license no, and liability insurance	Factory Qualification and conferral of Identification Number DE 00441 SH EG by Veterinary Authorities			
S: Products/Activities at site, for example, garment manufacture, electricals, toys, grower	Mixing and Packing of dry Food Additives / Ingredients, like Polysaccharides, Proteins (animal and vegetable), Fibres and Emulsifiers as well as Salts in Paper Sacks and Big Bags			
T: Audit results reviewed with site management?	Yes			
U: Who signed and agreed CAPR (Name and job title)	Yes			
V: Did the person who signed the CAPR have authority to implement changes?	Yes			
W: Previous audit date:	N/A (Initial assessment)			
X: Previous audit type:		SMETA 2-pillar	SMETA 4-pillar	Other
	Full Initial	X	<input type="checkbox"/>	<input type="checkbox"/>
	Periodic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Full Follow-Up Audit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Partial Follow-Up	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Partial Other*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	*If other, please define:			



Audit Scope

Local Law	
(Please state legal requirement)	
A: Standard work week: <i>(total hours excluding overtime)</i>	8 hours per day and 40 hours per week
B: Maximum allowed overtime hours: <i>(please state per day, week, month)</i>	2/8/32
C: Minimum work age:	15 years old
D: Minimum legal wage for standard hours: <i>(please state per day, week, month)</i>	The minimum wage standard was set at 8.50 Euro per hour.
E: Minimum legal overtime wage: <i>(please state per day, week, month)</i>	The minimum overtime wage standard was set at 8.50 Euro per hour. Staff in production and technical positions is working in one shift from Monday to Friday. There is no working on public holidays.

Audit Scope	
(Please select the code and additional requirements that were audited against during this audit)	
2-Pillar Audit	<input checked="" type="checkbox"/>
10B4: Environment 4-Pillar	<input type="checkbox"/>
10C: Business Practices	<input type="checkbox"/>

Note: The main focus of this ethical audit is on the ETI Base Code and local law. The additional elements will not be audited in such depth or scope, but the audit process will still highlight any specific issues.

This report provides a summary of the findings and other applicable information found/gathered during the social audit conducted on the above date only and does not officially confirm or certify compliance with any legal regulations or industry standards. The social audit process requires that information be gathered and considered from records review, worker interviews, management interviews and visual observation. More information is gathered during the social audit process than is provided here. The audit process is a sampling exercise only and does not guarantee that the audited site prior, during or post-audit, are in full compliance with the Code being audited against. The provisions of this Code constitute minimum and not maximum standards and this Code should not be used to prevent companies from exceeding these standards. Companies applying this Code are expected to comply with national and other applicable laws and where the provisions of law and this Code address the same subject, to apply that provision which affords the greater protection. The ownership of this report remains with the party who has paid for the audit. Release permission must be provided by the owner prior to release to any third parties.

Non-Compliance Table

Issue	Area of Non-Conformity (Only check box when there is a non-conformity)			Record the number of issues by line*:		
	ETI Base Code	Local Law	Additional Elements	NC	Obs	GE
0	Management systems and code implementation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		X
1	Employment Freely Chosen	<input type="checkbox"/>	<input type="checkbox"/>			
2	Freedom of Association	<input type="checkbox"/>	<input type="checkbox"/>			
3	Safety and Hygienic Conditions	X	X		X	X
4	Child Labour	<input type="checkbox"/>	<input type="checkbox"/>			
5	Wages and Benefits	<input type="checkbox"/>	<input type="checkbox"/>			X
6	Working Hours	<input type="checkbox"/>	<input type="checkbox"/>			
7	Discrimination	<input type="checkbox"/>	<input type="checkbox"/>			X
8	Regular Employment	<input type="checkbox"/>	<input type="checkbox"/>			
8A	Sub-Contracting and Homeworking		<input type="checkbox"/>		X	X
9	Harsh or Inhumane Treatment	<input type="checkbox"/>	<input type="checkbox"/>			
10A	Entitlement to Work		<input type="checkbox"/>			
10B2	Environment 2-Pillar		<input type="checkbox"/>			X
10B4	Environment 4-Pillar		<input type="checkbox"/>			
10C	Business Practices		<input type="checkbox"/>			

*Please note the table above records the total number of Non compliances (NC), Observations (Obs) and Good Examples (GE). This gives the reviewer an indication of problem areas but does not detail severities of each issue – Reviewers need to check audit results by clause.