



Audit Date: August 21, 2026	Registration numbers: F IAR 232047
Audit Team: Patrick Wang	Facility Name: Guangzhou Huaisheng Packaging Inc., Ltd

During facility tour, the auditor is required to take the photos and puts them on WCA Photo Report. Photos can be uploaded to related questions in SMART (If applicable), and complete photo report should be put in audit folders for record. Also some WCA clients may request to enclose this photo report in the report package or post it on GSCC. Below procedure and requirement must be followed.

- a) During the opening meeting, the auditor shall request the facility representatives for photo-taking permission. The auditor shall emphasize that the use of the photos will be limited for the audit report and relevant clients only. Photos taken will be treated confidential and would be retained in Intertek. The photos would NOT be disclosed to other third party in any way which would identify the audited facility identification unless Intertek obtains the applicant's written consent.
- b) After getting the photo-taking permission during the opening meeting, facility representatives who accompany the auditor during facility tour should also be informed in advance of any photo taking especially the sensitive area. If the facility representatives are hesitated for photo taking, the auditor should NOT try to persuade them. If the facility representatives refuse the photo taking, the auditor should state the reasons in audit report under "General Information".

5 pages of photo form are provided in this document for the convenience of the users. Additional pages or excessive pages can be inserted or removed if necessary.

Photographs include:

A. Non compliance Photos

- Every Health & Safety finding which is listed in the CIR and report must be supported by a photo
- For Zero Tolerance finding(s), photos should be sent together with Alert form unless it is not possible due to any technical issues. In such cases, photos of Zero Tolerance finding(s) shall be sent to the audit requestor as early as possible after the completion of audit.

B. General Facility Tour Photos

- Facility overview with facility name
- Main gate and other gate(s)
- Fire exit(s)
- Fire fighting equipments such as fire extinguisher, fire hose
- Fire safety installation/ system such as fire alarm, smoke detector, fire sprinkler
- Typical work process such as cutting, sewing, pressing, packaging in a garment facility
- Aisles (primary and non-primary)
- Evacuation plans
- Electrical wiring box
- First aid kit and its contents
- Chemical storage area
- Personal protective equipment (PPE) being used
- Eye wash station/ shower station
- Available drinking water and/ or drinking facility
- Washroom/ restroom/ W.C./ Toilet
- Canteen/ Eating facility/ Pantry
- Kitchen such as cooking area, fridge, food storage area, food preparation area
- General condition in dormitory such as personal storage area, personal locker, bed, bunk, toilet facility, shower facility, fire safety installation, fire fighting equipment.
- Employee notice boards
- Any abnormalities about building structure observed such as notable cracks
- Any environmental issues include but not limited to waste treatment plant, waste storage place, waste discharge source etc.
- Any issues which are significant to the audit result and findings.

C. Good Practices Photos

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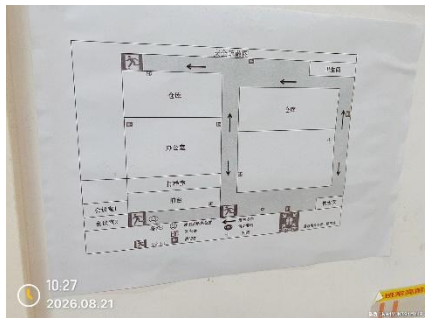
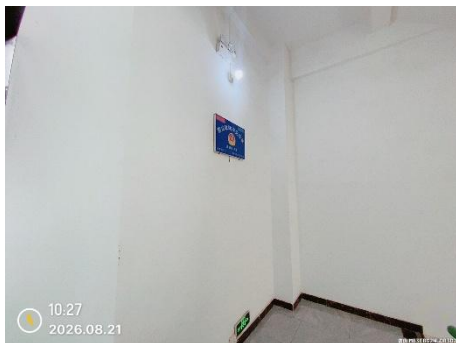
A. Non Compliance Photos:

	Nil	Nil
No label for the chemical	Nil	Nil

B. General Facility Tour Photos:

		
< Facility name >	< Facility gate >	< Facility overview >
		
< Fire hydrant >	< Emergency light, exit sign >	< Attendance machine >

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<Evacuation plan>	<Suggestion box>	<Drinking water>
		
<Toilet >	<Staircase>	<First aid kit >
		
Eye washing machine	< Fire alarm>	PPE sign

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MSDS	PPE wearing	Chemical warehouse with secondary container

B. General Facility Tour Photos: (con't)

		
<Fire extinguisher>	<Electrical box>	< Evacuation route>
		
Cargo lift	<No smoking sign>	Cutting

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<laminating>	< Packing workshop>	< Forming workshop>
		
<Finished production storage area>	< Accessory material storage area>	< Die-cutting workshop>
	None observed	None observed
< Handwork workshop>	Nil	Nil

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C. Best Practice Photos:

None observed	None observed	None observed
Nil	Nil	Nil