

Report Number: QIP-ASI174220

Audit Date : 02 Mar., 2017

This report is issued by Focus Technology Co., Ltd. (Made-in-China.com) and the supervising inspectorate (SGS-CSTC Standards Technical Services Co., Ltd.) to confirm that:

Company Name : Hugo New Materials (Wuxi) Co., Ltd.
无锡华格新材料有限公司

Showroom : <http://hugochem.en.made-in-china.com>

Address : No. 88 South Xigang Road, Xishan District, Wuxi, Jiangsu, China

Product : Alkyl Polyglucoside

has been on site audited for the Following Scope of Activity

1. General Information
2. Foreign Trade Capacity
3. Management System and Product Certification
4. Production Capacity & Quality Control
5. Working Environment
6. Photos



General Comments:

Hugo New Materials (Wuxi) Co., Ltd. is a manufacturer with 14 employees; it was established in 2014, located in No. 88 South Xigang Road, Xishan District, Wuxi, Jiangsu, China. The workshops occupy an area of 4,395.9 square meters. They have passed ISO9001:2008 certification in 2016, and obtained IFANCA Halal Product Certificate. Hugo New Materials (Wuxi) Co., Ltd. has successful foreign trading experience in Europe, South Asia, Southeast Asia, and Russia.



Sign for and on behalf of
SGS-CSTC Standards Technical Services Co., Ltd.



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SUPPLIER ASSESSMENT REPORT

Audited Company	Hugo New Materials (Wuxi) Co., Ltd.
Audited Site:	No. 88 South Xigang Road, Xishan District, Wuxi, Jiangsu, China

Consigner of Assessment	Made-in-China.com		
Audit Type	<input checked="" type="checkbox"/> Initial Audit <input type="checkbox"/> Re-audit		
Audit Date	02 Mar., 2017	Verify Report	www.sgs.com/ecv
Auditor	Larry Chang	Reviewed by	Simon Wang

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Consumer and

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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	9132020531387565X9
Year of established	21 Aug., 2014	Valid Date	Long Valid
Registered address	Daqiaotu, Xibei Canal, Dongqinghe Village, Donggang Town, Xishan District, Wuxi, Jiangsu, China		
Actual address	No. 88 South Xigang Road, Xishan District, Wuxi, Jiangsu, China		
Does the company in abnormal operation status list of industrial and commercial bureau?	No		
Registered capital	12,600,000 RMB		
Name of legal representative	Mr. Chun Yang		
Business scope	R&D and sales of surface active agent and emulsifier (excluding chemical dangerous goods); Production, sales, technical consulting, and technical services of alkyl polyglycoside (APG), chemical equipment, and mechanical equipment; Sales of chemical raw materials (excluding dangerous goods), knitwear & textiles, metal materials, electronic products, and electronic components; Handle self-support or act as agent for the import and export of commodities and technologies, but except the state limited enterprise management or prohibit the import and export of goods and technologies. (Legally subject to the approval of the project before doing business after the approval of the relevant department.)		
1.2 Basic Information			
Contact person	Mr. Frank Lee		
Phone number	0086-510-88601013	Fax number	0086-510-88600761
URL/Web address	http://www.hugochem.com		
Company type	<input checked="" type="checkbox"/> Manufacturer <input type="checkbox"/> Trading Company <input 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	Alkyl Polyglucoside		
1.3 Company Building Information			
According to:			
<input type="checkbox"/> Land certificate <input type="checkbox"/> Real estate certificate <input checked="" type="checkbox"/> Lease agreement <input checked="" type="checkbox"/> Observation Estimated on site			
The company area around 4,595.9 square meters The land occupies 6,145 square meters. The offices occupy around 200 square meters. The workshops occupy 4,395.9 square meters.			



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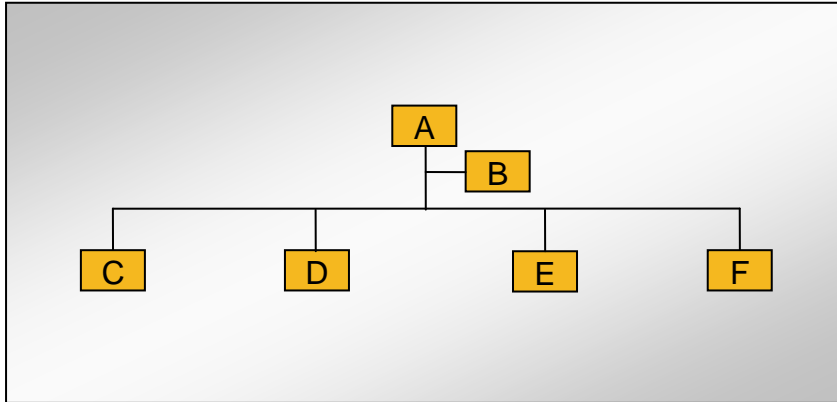
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Section 2: Human Resources

2.1 Company Chart



2.2 Explanation of Code and Employee Details

Code	Department	Number of employees
A	General Manager	1
B	Vice General Manager	1
C	Sales Department	1
D	Admin Department	3
E	QC Department	1
F	Production Department	7
Number in total:		14

2.3 Key Staff

Title	Full name	Education	Working experience for this trade / total experience
General Manager	Mr. Chun Yang	University	10 / 10 years

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



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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.	9132020531387565X9
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 type="checkbox"/> over 10 years staff Total 1 staff
The language freely used by foreign trade staff	<input checked="" type="checkbox"/> English <input type="checkbox"/> others:
Annual revenue of previous year	7,458,012.27 RMB
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 type="checkbox"/> North America		
<input type="checkbox"/> South America		
<input checked="" type="checkbox"/> Europe	Alkyl Polyglucoside	Confidential
<input checked="" type="checkbox"/> Southeast Asia/ Mideast	Alkyl Polyglucoside	Confidential
<input type="checkbox"/> Africa		
<input type="checkbox"/> East Asia (Japan/ South Korea)		
<input type="checkbox"/> Australia		
<input checked="" type="checkbox"/> Domestic	Alkyl Polyglucoside	Confidential
<input checked="" type="checkbox"/> Others: Russia, South Asia	Alkyl Polyglucoside	Confidential



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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 checked="" type="checkbox"/> The approved suppliers list was updated in <u>2016</u> <input type="checkbox"/> Have the written suppliers without approved signature or date. <input type="checkbox"/> Provided some suppliers names <input 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 checked="" 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 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 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



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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"/> ISO9001:2008 certificate No.: CN-00216Q15222R0S Issued by: CQM Issued Date: 05 Sep., 2016 Valid Until: 15 Sep., 2018 Scope: Production of alkyl polyglycosides. <input type="checkbox"/> ISO14001:2004 certificate <input type="checkbox"/> OHSAS18001:2007 certificate <input type="checkbox"/> TS16949 <input type="checkbox"/> SA8000 <input type="checkbox"/> Others <input type="checkbox"/> NIL
Product certification	<input type="checkbox"/> CE <input type="checkbox"/> UL <input type="checkbox"/> CCC <input type="checkbox"/> RoHS <input type="checkbox"/> FCC <input checked="" type="checkbox"/> Others Certificate Name: IFANCA Halal Product Certificate No.: HUG.13156.13157.170001.CN Product Name: Alkyl Polyglucoside Model: APG0810, APQ0814, APQ1214 Issued by: The Islamic Food Nutrition Council of America Issue Date: 13 Jan., 2017 <input 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



1.2 Products Situation (Top three Product Categories)

Product	Price range	Min. order quantity	Top monthly output	Average monthly output	Total in 2016
 Alkyl Polyglucoside	8,500-9,500 RMB / ton	Confidential	Confidential	Confidential	870 tons

1.3 Main Facilities

Picture	Facility name	Brand or Country/Region of origin	Target Value/machine*day	Quantity
	Production Line	China	N/A	1

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 checked="" type="checkbox"/> Work Instructions /procedures <input type="checkbox"/> Workmanship standard /acceptance <input 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 checked="" type="checkbox"/> Visual inspection <input type="checkbox"/> Function inspection <input type="checkbox"/> 100% inspection <input type="checkbox"/> Visual inspection <input type="checkbox"/> Function inspection
7	Are non-conforming units clearly marked/ segregated to prevent accidental dispatch?	<input checked="" type="checkbox"/> Marked and segregated <input 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 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: 8-12 hours per day, 5 days per week
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: Nil
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 type="checkbox"/> Yes <input checked="" 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
5	Is there training needed and carried out for fire protection?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other



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Part J: Photos

Section 1: Photos of Documents

1.1 Photos of Documents

<p>Description: Business License</p>	<p>Description: Lease Agreement</p>
<p>Description: Export License</p>	<p>Description: ISO9001 Certificate</p>
<p>Description: IFANCA Halal Product Certificate</p>	



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SF, B-4 Building, Zijin (Baixia) Technology Incubation Special Park, No.1 Guanghua Road, Nanjing, China 210014 t (86-25) 87128385 f (86-25) 83407773 www.sgsgroup.com.cn
 中国·南京·秦淮区光华路1号紫金白下创业特别社区4号楼B幢5楼 邮编: 210014 t (86-25) 87128385 f (86-25) 83407773 e as.cn@sgs.com

Section 2: Photos of Company

2.1 Photos of Company and Product Sample

<p>Description: Company Gate</p>	<p>Description: Office</p>
	
<p>Description: Workshop</p>	<p>Description: Workshop</p>
	
<p>Description: Warehouse</p>	<p>Description: Laboratory</p>
	

-- End of the Report --



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SGS-CSI Standards Technical Services Co., Ltd.
Consumer and Manufacturer Technical Services

5F, B-4 Building, Zijin (Baixia) Technology Incubation Special Park, No.1 Guanghua Road, Nanjing, China 210014 t (86-25) 87128385 f (86-25) 83407773 www.sgsgroup.com.cn
中国·南京·秦淮区光华路1号紫金白下创业特别社区4号楼B幢5楼 邮编: 210014 t (86-25) 87128385 f (86-25) 83407773 e as.cn@sgs.com