


SUPPLIER ASSESSMENT REPORT

供应商评估报告

Audited Company: 被审核公司	Zhuhai Gaoyuan Sporting Goods Co., Ltd. 珠海市高远体育用品有限公司	
Representative of Audited Company: 被审核公司代表	Mr. Gordon Ji / CEO 纪群/ 总经理	
Audited Site: 被审核场所	(West Of Zhuhai Sports Center) 137/No. 111, Jianmin Rd, Xiangzhou, Zhuhai, Zhuhai, Guangdong, China(company) 广东省珠海市香洲健民路 137 号(体育中心西)(公司) Foreign trade industrial zone, No. 1139, Mingzhu south Rd, Qianshan, Zhuhai, Zhuhai, Guangdong, China(factory) 珠海市前山明珠南路 1139 号外贸工业区 (工厂)	
Consigner of Assessment: 审核委托方	Made-in-China.com	
Audit Type: 审核类型	<input checked="" type="checkbox"/> Initial Audit 首次审核 <input type="checkbox"/> Follow-up Audit 跟进审核 <input type="checkbox"/> Re-audit 重新审核	
Valid date: 有效日期	From 8 Jan., 2010 To 7 Jan., 2011	
Verify report: 报告验证	as.cn@sgs.com	
Auditor 审核员:	T Wang	
Reviewed by 审核:	Jeremiah Yu	

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 <p>Made-in-China.com 中国 制造 网</p> <p>Supplier Assessment Report</p>	Company name	: Zhuhai Gaoyuan Sporting Goods Co., Ltd.
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1. Company Profile 公司概况

Name of the Audited Site 被审场所名称	Zhuhai Gaoyuan Sporting Goods Co., Ltd. 珠海市高远体育用品有限公司		
Date of Foundation 成立日期	22 Dec, 1992		
Registered capital in RMB 注册资金(人民币)	RMB 1,000,000		
Address 地址	(West Of Zhuhai Sports Center) 137/No. 111, Jianmin Rd, Xiangzhou, Zhuhai, Zhuhai, Guangdong, China(company) 广东省珠海市香洲健民路 137 号(体育中心西)(公司) Foreign trade industrial zone, No. 1139, Mingzhu south Rd, Qianshan, Zhuhai, Zhuhai, Guangdong, China(factory) 珠海市前山明珠南路 1139 号外贸工业区 (工厂)		
Contact Person 联系人	Mr. Gordon Ji / CEO		
Tel. 电话	0086-756-2635319 2632375		
Fax 传真	0086-756-6151 212		
E-mail 电子邮箱	ceo@gysports.com		
Market Distribution 市场分布			
Main client 主要客户	<input checked="" type="checkbox"/> Africa	<input checked="" type="checkbox"/> Australia	<input type="checkbox"/> China
	<input type="checkbox"/> East South Asia	<input checked="" type="checkbox"/> Europe	<input checked="" type="checkbox"/> North America
	<input type="checkbox"/> South America	<input checked="" type="checkbox"/> Other Middle East	
Main Operations 主要运作			
Products Manufactured/ Sold 生产/销售的产品	Ice hockey helmets, Ice Skates , Helmets , Hockey protector		
Total floor size of the audited site 被审核场所的总面积	Total land: 1,260 square meters (refer to lease contract and actually finding)		

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2. Audit Checklist and result 审核检查表及结果

2.1 Business License 工商营业执照

Item 项目	Content 内容	Yes/ No 是/ 否	Observations /Comments 发现 /注释
2.1.1	Does the company have valid business license (the company name, address, product/ business scope complied with actual situation or not)? 被审核公司持有有效的营业执照 (公司名字、地址、产品/业务范围是否符合实际情况) 吗 ?	Yes	Refer to business license provided; it stated this company should be a manufacturing and trading business unit. The valid date of the business license was 21 Dec 2012. The company name and address were stated in business license were same as mentioned in report. The license indicated the company had below business scope as below Special item: none Normal item: manufacture and sale for Ice hockey helmets, Ice Skates , Helmets , Hockey protector.
2.1.2	Is the annual review done by local authority (Industrial & Commercial Bureau)? 有地方行政机关(工商局)的年度审核吗 ?	Yes	Refer to business license provided; it was reviewed in year 2009.
2.1.3	Who is the corporative representative? 法人代表是谁 ?	--	Mr. Qun Ji (纪群)
2.1.4	Conclusion: is it confirmed that the audited company is a real manufacturer, foreign trader or combined? 结论: 能否确认该公司是一个制造商、贸易商或两者兼备 ?	Yes	Base on site observation; auditor noted the company should be a combined one.

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2.2 Production Capacity 生产能力

Item 项目	Content 内容	Observations / Comments 发现 /注释																				
2.2.1	What is the annual revenue (export and /or import revenues) at the company based on the data of government annual review report/ documents or other reliable financial report? 根据政府部门的年度审核报告/ 文件或其它可靠的财务报告, 该公司年度营业额 (出口和 /或出口额) 是多少 ?	Refer to the financial report , the total yield was RMB 2.3 million in 2009.																				
2.2.2	If no financial report can be showed, to calculate the annual revenue based on production report, how much is the estimated annual revenue? 如果没有以上报告出示给审核员评估, 根据生产报告的计算, 估计的年度产量是多少 ?	See 2.2.1																				
2.2.3	What is the factory floor size? 工厂面积大小 ?	1,145 square meter																				
2.2.4	Please describe the production flow involved at the factory. 请描述该工厂有关的生产流程。	Incoming material – IQC – Assembly – cleaning –Inspection – Packing –store																				
2.2.5	Please describe the main facilities used at the factory. 请描述该工厂所使用的主要设施。	Refer to below sheet.																				
	<table border="1"> <thead> <tr> <th>Facility name 设施名称</th> <th>Brand/Specification 品牌/规格</th> <th>Quantity 数量</th> <th>Number of years used 已使用的年限</th> <th>Status 状况</th> </tr> </thead> <tbody> <tr> <td>Assembly flow line</td> <td>/</td> <td>1</td> <td>3</td> <td>Good</td> </tr> <tr> <td>cutting machine</td> <td>30T/20T</td> <td>3</td> <td>2</td> <td>Good</td> </tr> </tbody> </table>	Facility name 设施名称	Brand/Specification 品牌/规格	Quantity 数量	Number of years used 已使用的年限	Status 状况	Assembly flow line	/	1	3	Good	cutting machine	30T/20T	3	2	Good						
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Assembly flow line	/	1	3	Good																		
cutting machine	30T/20T	3	2	Good																		
2.2.6	Please gather the employee details by department. 请收集各部门人员信息	<table> <tr> <td>Manager/Supervisor:</td> <td>4</td> </tr> <tr> <td>Foreign trading staff</td> <td>3</td> </tr> <tr> <td>Engineering staff:</td> <td>2</td> </tr> <tr> <td>QC staff:</td> <td>1</td> </tr> <tr> <td>Admin. staff:</td> <td>0</td> </tr> <tr> <td>Workers:</td> <td>31</td> </tr> <tr> <td>Financial staff:</td> <td>2</td> </tr> <tr> <td>Purchase staff:</td> <td>1</td> </tr> <tr> <td>Storage staff:</td> <td>1</td> </tr> <tr> <td>Number in total:</td> <td>45</td> </tr> </table>	Manager/Supervisor:	4	Foreign trading staff	3	Engineering staff:	2	QC staff:	1	Admin. staff:	0	Workers:	31	Financial staff:	2	Purchase staff:	1	Storage staff:	1	Number in total:	45
Manager/Supervisor:	4																					
Foreign trading staff	3																					
Engineering staff:	2																					
QC staff:	1																					
Admin. staff:	0																					
Workers:	31																					
Financial staff:	2																					
Purchase staff:	1																					
Storage staff:	1																					
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2.3 Foreign Trade Capacity 外贸能力

Item 项目	Content 内容	Observations /Comments 发现 /注释
2.3.1	How many foreign trading staffs in the company ? and what are their education level/ working experience? 该公司有多少外贸人员？他们的教育水平和工作经验怎样？	Refer to on site observe, there were 3 foreign trading staffs in this department with university. They had over 2 years experience on foreign trading.
2.3.2	How about the English level (reading, writing and speaking) and foreign trading experiences based on interview and education certificate (e.g.: do they know what the LC and FOB are)? 根据面谈和教育证书，外贸人员的英语水平及外贸经验怎样？	By review the resume and interview, they had passed the TEM- 4/CET-4.
2.3.3	Does the trading staff clearly know the responsibilities of trading jobs? 外贸人员清晰地知道其工作职责吗？	Based on interview, the staff knew clearly their responsibilities.
2.3.4	Does the trading staff clearly know the product and relevant technical information? 外贸人员清晰地知道有关产品的知识和技术信息吗？	Based on interview, the staff knew the basic information of product and relevant technical.
2.3.5	Does the company have successful experience of global cooperation? If Yes, please list the oversea clients' names. 该公司具有成功的全球业务合作经验吗？如果有，请列出海外客户的清单。	Refer to relevant documents; auditor noted the company had successful experience of global cooperation. But no oversea clients' names list provided due to business secret.
2.3.6	Does the company have oversea agency? 该公司在海外有代理处吗？	No oversea agency.
2.3.7	Please mark the annual export capacity. 请备注该公司的年度出口能力。	The company representative claimed 100% products exported.
2.3.8	Conclusion: Do you think the company has foreign trading experience and competent staffs? 结论：你认为该公司是否具有外贸经验和有能力的外贸人员？	Refer to the documentations of the company and interview with the employees and management, auditor noted foreign trading experiences of the company and competent staffs in the company.
2.3.9	Please describe: what does the audited company have to do before getting contract from the oversea client based on the past experience? 请描述：根据过去的经验，该公司在获得海外客户订单之前需要做些什么？	Search client from B2B website or fairs. Collect relevant technical information from clients. Submit sample & photos to client for approval in case of client requested. Confirm relevant business detail with client and follow up order.

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2.4 Product Research & Development Capacity 产品设计开发能力

Item 项目	Content 内容	Observations /Comments 发现 /注释
2.4.1	How many R&D staffs at the company? And what are their education level/ working experience? 该公司有多少设计开发人员？他们的教育水平和工作经验怎样？	Refer to staff resume, the factory had 2 staffs for R&D working, and they had 5 years experience.
2.4.2	List the successful project(s), if have. 如果该公司有成功的产品项目，请列出。	GY-PH9000 , Ice hockey Helmets
2.4.3	Is there relevant design input, output, review, verification and validation documentation available to auditor for review? 有相应的设计输入、输出、评审、验证与确认文件/记录给审核员评审吗？	Refer to GY-PH9000, Ice hockey Helmets and factory's description auditor noted factory designed new products appearance followed client's request or market trending. But they not formed a procedure to handle the R&D.
2.4.4	Are the R&D staffs equipped with adequate instruments /apparatus based on the on-site observation? If Yes, please list the key facilities provided, such as equipments, software and etc. 有配备适当的仪器/ 设备给设计开发人员吗？例如设备、软件等。如果有，请列举主要的设备和软件。	They had separated office and computer with software, such as : PRO/E, UG etc .
2.4.5	Does the company have an effective design change control procedure in place? 该公司有有效的设计更改控制程序吗？	Refer to factory's description factory changed design followed client's request.

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2.5 Quality Management System and Product Certification 品质管理系统与产品认证

Item 项目	Content 内容	Yes/ No 是/ 否	Observations /Comments 发现 /注释
2.5.1	<p>Has the company obtained the valid certificate for their quality management system? Such as ISO9001, QC080000 and etc. 该公司是否有为其质量管理体系获得有效的认证证书？例如 ISO9001, QC080000 等。</p>	No	N/A
2.5.2	<p>Is product certification done in terms of selling designation (UL for US, CCC for China, CE for Europe ...) at the company? I) Product certification list? if have II) Sample of product certification, if have (at least one of key products)? III) Copy of product certification sample (1-5 key products, if have)? 在该公司，有针对性的销售要求做了相应的产品质量认证吗？ I) 如果有，产品质量认证证书清单？ II) 如果有，获产品质量认证的产品样品？(至少 1 个产品) III) 产品质量认证证书副本 (如果有，1 ~ 5 个产品)？</p>	Yes	<p>CE certificate by AGC Product: Ice hockey helmets Model: GY-PH9000-C No.: SZAGC283080903 Date : 25 , Dec. 2008</p>

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2.6 Suppliers/ sub-contractors Control 供应商/ 外包商控制

Item 项目	Content 内容	Yes/ No 是/ 否	Observations /Comments 发现 /注释
2.6.1	Does the company establish and implement an effective suppliers/ sub-contractors assessment procedure (which covers the acceptable criteria of supplier/ sub-contractor)? 该公司是否建立及执行有效的供应商/ 外包商评估程序(包括可接受的供应商/ 外包商标准)?	--	The factory claimed that they would require the supplier provide the incoming material quality inspection certificate , and these suppliers were long cooperate relative. The company would also assign the professional staff to factory to monitor. But no relative record kept.
2.6.2	Does the company use the results of the assessments to determine acceptable/non acceptable sources? 该公司是否根据评估的结果来决定是否采用此供应商/ 外包商?	--	Auditor noted company choose supplier followed the monitor result and the incoming material quality inspection certificate provided by supplier . They claimed the suppliers were their long cooperate partner.
2.6.3	Does the company keep the assessment report? 该公司是否保存评估报告?	--	The company would also assign the professional staff to factory to monitor. But no relative record kept.
2.6.4	Does the company retain an updated list of approved suppliers/ sub-contractors? 该公司是否有更新的合格供应商/ 外包商一览表?	Yes	Supplier list updated in year 2009.
2.6.5	Are written instructions available for incoming material inspections /testing? 有文件化的来料检验 /测试指引?	--	Factory claimed that they assigned the professional staff in the suppliers' factory to inspection on site, but no document instruction.
2.6.6	Are raw materials inspection state clearly identified? 物料检验状态有清楚地标识吗?	--	No storage of non-conforming materials; The company representative claimed they rejected non-conforming material directly.
2.6.7	Is inspection and testing result recorded and maintained? 检验与测试结果有记录并保存吗?	--	The factory claimed that they would require the supplier provide the incoming material quality inspection certificate. But not kept the inspection record.
2.6.8	Are procedures of the control and release for material adequate? 控制和发放物料的程序适当吗?	Yes	Auditor noted a clear procedure for material release and recall.


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2.6.9	Is non-conforming material adequately identified and controlled? 不合格的物料有适当的标识和控制吗？	--	No storage of non-conforming materials; The company representative claimed they rejected non-conforming material directly.
2.6.10	Are storage facilities and handling methods appropriate? 储存设施和搬运方法适当吗？	Yes	The storage facility and handling method was suitable.

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2.7 Production Process control 过程质量控制

Item 项目	Content 内容	Yes/ No 是/ 否	Observations /Comments 发现 /注释
2.7.1	<p>Are the following items /documents provided at appropriate location and under control when necessary?</p> <ul style="list-style-type: none"> - Work Instructions /procedures - Workmanship standard /acceptance - Golden sample /Approval sample <p>若有必要，在适当的区域有提供下面的项目 /文件？</p> <ul style="list-style-type: none"> - 工作指引 /程序 - 工艺标准 /可接受标准 - 批准的样品 	Yes	<p>Auditor found factory had engineering drawing and ref. sample in Workshop.</p> <p>The workshop supervisor would train the worker before production.</p>
2.7.2	<p>Are the environmental conditions such as tidiness and cleanliness being controlled and suitable for the operation performed?</p> <p>环境条件，整齐清洁在受控状态之下并适合生产运作吗？</p>	Yes	<p>The environmental condition was suitable for the operation performed.</p>
2.7.3	<p>Is corrective action documented and followed-up?</p> <p>纠正措施有记录并有跟进吗？</p>	--	<p>Auditor noted that the company had corrective action, but no records were kept.</p>
2.7.4	<p>Are written inspections /testing instructions available?</p> <p>有文件化的检验 /测试指引吗？</p>	--	<p>The factory would perform a basic impact test, but not formed a procedure and test instruction.</p>
2.7.5	<p>Are appropriate inspection /testing equipments available?</p> <p>有适当的检验 /测试设备吗？</p>	--	<p>Refer to site observation; the company had basic inspection / testing equipment.</p> <p>They would submit test sample to exterior LAB to test.</p>
2.7.6	<p>Does the company carry out a 100% function and visual inspection?</p> <p>公司有执行 100% 功能及外观检验吗？</p>	Yes	<p>All products were inspected 100% for function and visual inspection.</p>
2.7.7	<p>Are non-conforming units clearly marked/ segregated to prevent accidental dispatch?</p> <p>不合格产品有清晰地标识/ 隔离以预防非逾期的使用吗？</p>	Yes	<p>The company set up a procedure to control such non-conformance.</p>
2.7.8	<p>Is inspection and test result recorded and maintained?</p> <p>检验与测试结果有记录和保持吗？</p>	--	<p>The factory kept the draft record not formed a procedure and inspection form.</p>

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2.8 Random Product Inspection and Continuous Improvement 产品随机检验与持续改进

Item 项目	Content 内容	Yes/ No 是/ 否	Observations /Comments 发现 /注释
2.8.1	Is there a procedure to conduct random product inspection after final packaging in place? 在最后包装工序之后，是否有随机产品抽样检验程序？	--	The company would only carry out a 100% function and visual inspection before packing.
2.8.2	Is there a clear procedure for handling customer complaint? 是否有清晰的程序处理客户投诉？	Yes	The company set up a procedure to handle the complaint.
2.8.3	Are corrective & preventive actions mechanism established and implemented effectively (including the suppliers/ sub-contractors control, incoming inspection, process control, final inspection and customer complaint)? 是否建立并有效执行纠正及预防措施机制(包括供应商/外包商控制、来料/过程/最后检验及客户投诉)？	--	Auditor noted that the company had corrective action, but no records were kept.
2.8.4	Can the finished/package product be traced by lot identification to the appropriate raw materials test reports? 最后的完成品能否追溯到原材料的批次？	--	Auditor noted factory can track per PO, but not established the material tracking procedure in document.

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2.9 The Company Development Plan 企业发展计划

Item 项目	Company Development Action(s) 公司发展行动	Timeframe 期限
1	The factory workshop area arrived 5000 square meter	1-2 year
2	The factory would had 300 workers	1-2 year
3	They would add injection production line	1-2 year
4	The company would pass quality system certification / product certification	1-2 year
5	The company would establish & develop GY brand.	2 years

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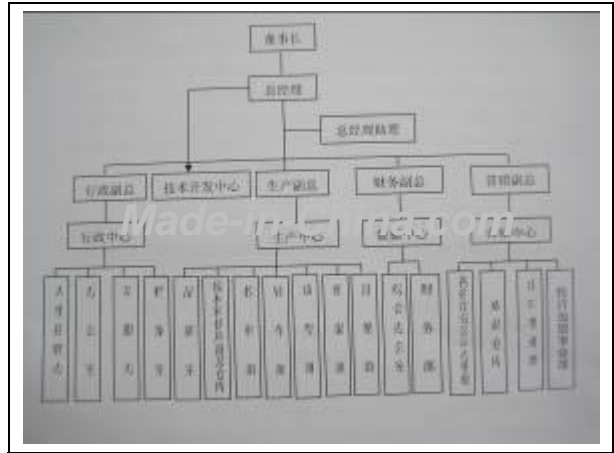
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3. Attachments 附件

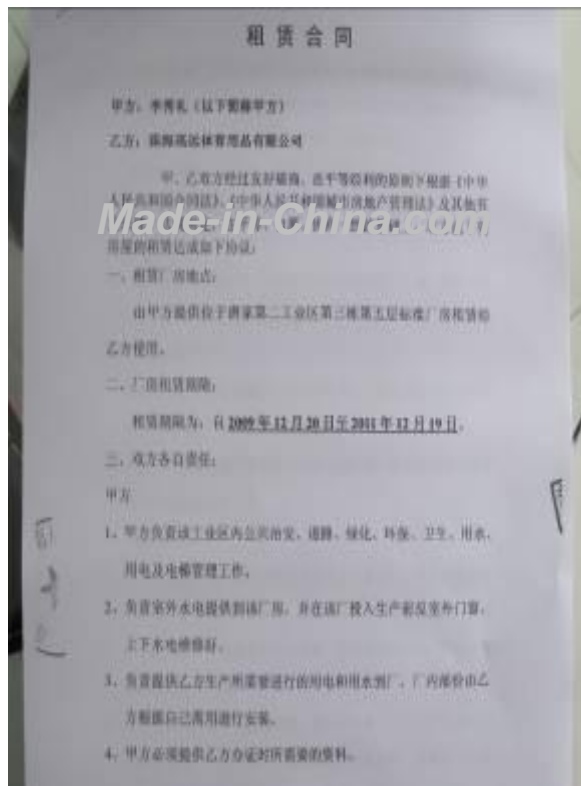
3.1 Documents 文件



Description: Business License



Description: Company Org. Chart



Description: lease contract



Description: exported certificate

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3.2 Photos 图片



Description: The front door of the company



Description: office



Description: Product Samples



Description: Product Samples



Description: Product Samples



Description: Product Samples

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Description: workshop



Description: workshop



Description: workshop



Description: workshop



Description: wrokshop



Description: workshop

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Description: warehouse



Description: incoming warehouse

-- End of the Report --

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