Disney International Labor Standards Group

ILS Social Compliance Audit

Audit Reference #: (audit firm internal)	A5260632	**Audit ID #:** (Disney's ID)	Not applicable
Date Audit Started:	2025/10/13	**Date Audit Completed:**	2025/10/13
Code Conducted to:	Disney	**Audit Report Date:**	2025/10/20
Audit Type:	Initial Audit	**Special Program:** (only required if applicable to NDDA)	None

Facility Information

Facility ID No.:	Not provided		
Facility Name:	Wenzhou 360 Inflatable Co Ltd		
Address Line 1:	No. 232, Haitang Road, Binhai Industrial Park, Tianhe Sub-district, Longwan District, Wenzhou City, Zhejiang Province, China		
Address Line 2:	N/A		
City:	Wenzhou	**State/Province:**	Zhejiang
Town:	Longwan District	**Country:**	China
Zip Code:	325025	**GPS Location:**	
Facility Contact: (First and Last)	Mr. Zhou Fuliang	**Facility Phone Number:** Country code – area code / phone number	Not provided
Facility Contact Primary Email:	zhoushuai@theone.ink	**Facility Contact Job Title:**	Office Director
Facility Contact Phone Number:	86-13113023216	**Facility Contact Preferred Language:**	Chinese

Name/Address/Ownership Updates

Facility Name:	None observed
Facility Address:	None observed
Facility Ownership Update:	None observed
Upcoming Relocation or Expansion:	None observed

Audit Team

Audit Firm:	Intertek Testing Services
Number of Auditors:	2

	Full Name	**APSCA Membership Number (8 digits)**	**APSCA CSCA Auditor**
Audit Team Member 1: (Lead/Exclusive Auditor)	Nicole Xie	21700255	Yes
Audit Team Member 2:	Fisher Tu	21700293	Yes
Audit Team Member 3:			Select one
Audit Team Member 4:			Select one
Audit Team Member 5:			Select one
Audit Team Member 6:			Select one
Audit Team Member 7:			Select one
Audit Team Member 8:			Select one
Audit Team Member 9:			Select one
Audit Team Member 10:			Select one

Audit Details & Assessment

Facility Details

Access to Facility:	Accepted		
Access to Facility - Predetermined Comments	☒ Acceptable ☐ Auditors attempted to conduct an audit and were denied access. ☐ Other		
Access to Facility - Additional Comments:			
Current % Capacity Devoted to Disney:	1%	**Past % Capacity Devoted to Disney:**	1%
Products Produced:	Inflatable model	**Disney Products Observed:**	Inflatable model
Production Processes:	Design, UV printing, Heat transfer printing, cutting, sewing, inspection and packing		
# Total Employees:	55	**# Production Employees:**	29
# Buildings:	2		
# Buildings by Purpose:	1/ office room, kitchen and canteen;2/ workshop and warehouse		
Peak Production Months:	☐ Unknown ☒ None ☐ January ☐ February ☐ March	☐ April ☐ May ☐ June ☐ July ☐ August	☐ September ☐ October ☐ November ☐ December
Low Production Months:	☐ Unknown ☒ None ☐ January ☐ February ☐ March	☐ April ☐ May ☐ June ☐ July ☐ August	☐ September ☐ October ☐ November ☐ December
Facility Regular Hours:	N/A	**Facility # of Shifts/Hours**	All workers: 1/8:00-11:00, 12:00-17:00
Other Brands Present?	Unknown		

Establishment Date:	2011/05/06
Nationality of Management:	Chinese
Nationality of owner/owner entity:	Chinese

Nationality of Workers: (Top 5 Countries)	**Approx. % of Total Workforce:**
Chinese	100%
List ALL other nationalities in the facility:	Not applicable. All employees in the facility were Chinese, no other nationality existed in the facility.

Audit Details

Attendance Records Tested:	☐ Unknown ☐ None ☐ January ☐ February ☐ March	☒ April ☐ May ☐ June ☐ July ☒ August	☐ September ☐ October ☐ November ☒ December
Payroll Ledgers Tested:	☐ Unknown ☐ None ☐ January ☐ February ☐ March	☒ April ☐ May ☐ June ☐ July ☒ August	☐ September ☐ October ☐ November ☒ December
Last Pay Date:	2025/09/15	**Number of Records Sampled:**	19
# Individual Employee Interviews:	10	**# Employee Group Interviews:**	0
Numbers per Group:			
Additional Locations Audited?	No		
Explain Additional Location Details:			
Comments/Observations:			
Communicated Findings With:	Mr. Zhou Fuliang / Office Director		
Agreed to and Signed CAPAR?	Yes		
Audit Entered by: (Full Name)	Nicole Xie		

Comments Details

Comments:
Name and Title of Others Present (ex. translators, observers, trainees): None
Attendance Records Provided: 13 months and 12 days' attendance records / September 1, 2024 to October 12, 2025
Payroll Records Provided: 12 months / September 2024 to August 2025
# of Records Sampled (description): Current: August 2025 -9, Random：April 2025 -5, Random: December 2024-5
Resources Received from Facility (e.g., transportation, meals): The facility provided lunch for auditors and auditors paid the fees.
Factory Representative in opening meeting (name/title): Mr. Zhou Fuliang / Office Director
Factory Representative in closing meeting (name/title): Mr. Zhou Fuliang / Office Director
(Note: comments may include but not be limited to: details about why "Agreed to and Signed CAPAR?" may be indicated as "No", further details regarding audit scope, special observations or comments on the audit process, etc.)
Remark: 1. This announced initial audit was conducted by 2 auditors in one day. 2. There was a total of 55 employees on site. 20 employees were local employees from Zhejiang Province, 35 employees were domestic migrant employees from other provinces of China including Anhui, Guangxi, Guizhou, Henan, Hubei, Jiangxi, Shandong, Shaanxi, Sichuan and Yunnan. No foreign migrant employee worked at the facility. 3. Due to confidential policy of the facility, documents were free to review but photos of document were not allowed to be taken. 4. The facility moved from No. 101-201, Building 6, No. 16, Binhai'er Road, Yongxing Street, Longwan District, Wenzhou City, Zhejiang Province to the current address since August 2025. There was no production in old address now. 5. This audit includes elements beyond the scope of a Social Compliance Audit as defined by the APSCA Competency Framework. The association of the auditor's APSCA number with this report is limited to those elements outlined in the APSCA Competency Framework. APSCA makes no representations with respect to the auditor's competency to professionally evaluate compliance with any other audit elements.

Audit Violations

Disney ILS will provide a PDC list with ID numbers that is regularly updated.

For every PDC with **an asterisk (*)** that is selected, please provide the following additional information and report the PDC under the appropriate sub-category:

- Do the auditors believe there is potential forced labor at the facility?
- Are there other indicators of forced labor?
- How long has the cited violation existed at the facility?
- Which processes (management/worker interview, document review) were used to collect and corroborate evidence to support the finding and establish the timing of the violation?

Age Requirement:	**Child Labor:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation **Other:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation **Young Persons:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation

Association:	Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation
Coercion and Harassment:	**Other:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation **Physical Abuse or Sexual Harassment:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation

Compensation:	**Minimum Wage:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation *Remarks:* Local minimum wage standard: (wage per hour or per month): 1.The local minimum wage standard was set at RMB 2490 per month equivalent to RMB 14.31 (2490/21.75/8) per hour since January 1, 2024. 2.12 months' payroll records (from September 2024 to August 2025) were provided for review. **Overtime Hours:** Needs Improvement *Predetermined Comments:* 118 - Employees work in excess of the legal overtime limit. Law / Code: PRC Labour Law article 41 The employing unit may extend working hours due to the requirements of its production or business after consultation with the trade union and labourers, but the extended working hour for a day shall generally not exceed one hour; if such extension is called for due to special reasons, the extended hours shall not exceed three hours a day under the condition that the health of labourers is guaranteed. However, the total extension in a month shall not exceed thirty-six hours. Additional Comments: Auditors noted overtime hours exceeded the legal requirement. Through document review, auditors found that 1) the monthly overtime hours of all the 9 randomly selected employees were 44 hours in August 2025 (current month); 2) the monthly overtime hours of all the 5 randomly selected employees were 42 hours in April 2025 (random month); 3) the monthly overtime hours of all the 5 randomly selected employees were 46 hours in December 2024 (random month). *Remarks:* Attendance Recorded by: (automated/electronic, timecard, manual, no recording, etc.): WeChat Work attendance system 1. All interviewees during employee interview stated that they worked overtime on voluntary basis. 2. 13 months and 12 days' attendance records from September 1, 2024 to October 12, 2025 were reviewed. 3. According to the attendance records provided by the facility: 1) For August 2025 (current month), maximum working hours per week were 50 hours (9 out of 9 randomly selected samples). The maximum monthly overtime hours were 44 hours (9 out of 9 randomly selected samples). 2) For April 2025 (random month), maximum working hours per week were 52 hours (5 out of 5 randomly selected samples). The maximum monthly overtime hours were 42 hours (5 out of 5 randomly selected samples). 3) For December 2024 (random month), maximum working hours per week were 52 hours (5 out of 5 randomly selected samples). The maximum monthly overtime hours were 46 hours (5 out of 5 randomly selected samples).

	Overtime Wage: Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation **Social Benefits and Other Compensation:** Needs Improvement *Predetermined Comments:* 90 - Employees are not provided with legally mandated benefits. Law / Code: The Social Insurance Law of the People's Republic of China, Article 10 Employees shall participate in the basic endowment insurance, and the basic endowment insurance premiums shall be jointly paid by employers and employees. Article 23 Employees shall participate in the basic medical insurance for employees, and the basic medical insurance premiums shall be jointly paid by employers and employees in accordance with the relevant provisions of the state. Article 33 Employees shall participate in the employment injury insurance, and the employment injury insurance premiums shall be paid by their employers rather than the employees. Article 44 Employees shall participate in unemployment insurance, and the unemployment insurance premiums shall be jointly paid by employers and employees in accordance with the relevant provisions of the state. Article 53 Employees shall participate in maternity insurance, and the maternity insurance premiums shall be paid by employers rather than employees in accordance with the relevant provisions of the state. Additional Comments: Auditors noted that insufficient social insurance participated. Through document review, auditors found that in August 2025 (current month), there were total 55 employees including 6 retirees in the facility, out of other 49 employees, 17 employees (35%) had participated in basic endowment insurance, unemployment insurance, basic medical insurance, maternity insurance and employment injury insurance. Otherwise, the facility bought commercial accident insurance for 18 employees (33%). *Remarks:* Regular Pay Date: On or before 15th of each month after the working period Wage paid in/by (cash, check, direct deposit, etc.): Direct deposit

Health and Safety:	When three (3) or more violations are selected from the PDCs with **double asterisks (**)**, the following reporting format applies to **each violation** under the appropriate sub-category: *Predetermined Comments:* Law / Code: *Applicable local laws and regulations, The Walt Disney Supply Chain Code of Conduct, or specific benchmark requirements from the Disney ILS Health & Safety Supplemental Guide.* Additional Comments: Additional Questions: 1) Does this violation meet the definition of Systemic (C)? – Yes / No 2) Do the following violations meet the definition of Systemic (B)? – **Yes.** (Please list the eligible ID and PDCs.) PDC ID1 – PDC PDC ID2 – PDC… – **No.** No other violations meet the definition of Systemic (B). **Worker Housing:** N/A *Predetermined Comments:* Law / Code: Additional Comments: Not applicable Remark: Through facility tour, employee interview and management interview, no dormitory was provided for employees by the facility currently. **Fire & Emergency Safety:** Needs Improvement *Predetermined Comments: 1187_A valid fire acceptance approval document is not available for review or does not include all buildings.*** *Law / Code:* PRC Fire Prevention Law article 11, For the special construction projects stipulated by the competent department of housing and urban-rural construction under the State Council, the construction entity shall submit the documents of fire protection design to the competent departments of housing and urban-rural construction for review, and the competent departments of housing and urban-rural construction shall be responsible for the results of the review according to law. For construction projects other than those specified in the preceding paragraph, the construction entity shall provide fire protection design drawings and technical materials that meet the construction needs when applying for a construction permit or approval of the commencement report. Article 13, When the construction projects which shall be applied for fire protection acceptance stipulated by competent department of housing and urban-rural construction under the State Council were completed, the construction entity shall apply for fire inspection and acceptance from the competent department of housing and urban-rural construction. For construction projects other than those specified in the preceding paragraph, the construction entity shall report to the competent department of housing and urban-rural construction for record after fire protection acceptance, and the competent department of housing and urban-rural construction shall conduct random inspections. The construction projects that are subject to fire protection acceptance according to law, shall not be put into use without going through the inspection or passing the inspection. Other construction projects

	that failed to pass the sample inspection according to law shall be stopped in use. *Additional Comments:* Auditors noted that no certificate or report/register for fire protection acceptance was provided. During facility tour, auditors found that there were one 3-storey and one 5-storey building used by the facility. However, the facility could not provide the certificate or report/register for fire protection acceptance for these buildings for review. Remark: The latest three fire drills were conducted on May 8, 2025 (old address), November 7, 2024 (old address) and September 4, 2025 (new address) for all the employees in production area. **Hazardous Materials:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation **Machine & Electrical Safety:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation **Medical & First Aid:** Needs Improvement *Predetermined Comments:* 1429_Emergency eyewash and shower equipment are not installed or do not function properly.** Law / Code: PRC Law of Prevention and Control of Occupational Diseases Article 25, at the workplace with toxic or hazardous substances where acute occupational injuries may occur, the employer shall have such places equipped with alarming devices, first-aid supplies and washing equipment, and have emergency exit passages built and necessary risk relief areas prepared. For the workplaces exposed to radioactive substances and the transportation and storage of radioisotope, the employer shall install protective equipment and alarming devices, and make sure that the workers exposed to radioactive rays wear personal dosimeters. With regard to the equipment for prevention of occupational diseases, emergency rescue facilities, and the articles to be used by individuals for prevention of occupational diseases, the employer shall have them maintained and overhauled regularly and have their properties and effects tested periodically, in order to keep them in normal condition. Without authorization, it shall not have them dismantled or discontinued their use. Hygienic Standards for the Design of Industrial Enterprises (GBZ1-2010) Article 8.3, In workplaces or workshops where chemical burns or acute poisoning resulting from mucous absorption may occur, emergency response facilities should be established nearby based on the potential or existing occupational hazardous factors and characteristics. Emergency response facilities should include shower and eye wash devices with continuous water supply, gas protection cabinet, personal protective equipment, first-aid kit and

	medicine, stretcher and devices for transfer of patients, first aid equipment and communications equipment for emergency rescue. Additional Comments: Auditors noted that no washing facility was installed at the workplace with toxic or hazardous substances. During facility tour, auditors found that toxic agents (such as benzene series) were used in the printing workshop on 2/F of the 3-storey production building, but no specialized eye wash station/shower was installed at that place. **General Health and Safety:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation **Personal Protective Equipment (PPE):** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation **Sanitation:** Needs Improvement *Predetermined Comments:* 1208_Food handlers, cooks and servers do not receive required medical examinations, are not trained, or are not certified in food safety. Law / Code: PRC Law on food safety article 45, Personnel for food production and trading shall obtain health certificate prior to get on duty if they come into contact with ready-to-eat food, and they shall undergo a medical examination yearly. Additional Comments: Auditors noted that kitchen staff did not have health certificate. During document review, auditors noted that both 2 kitchen staffs working in the kitchen did not have health certificates.

Forced Labor:	**Mandatory Overtime:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation **Other:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation **Prison, Bonded, Indentured, Forced Labor:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation
Monitoring and Compliance:	**Ethics:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation **Insufficient or Inadequate Records:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation **Other:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation **Transparency:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation
Non-Discrimination:	Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation

Other Laws (if applicable):	**Labor Contract:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation **Other:** Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation Remark: The business license number was 9133030457530024XL.
Protection of the Environment:	Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation
Publication:	Acceptable *Predetermined Comments:* Law / Code: Additional Comments: No apparent violation
Subcontracting:	N/A *Predetermined Comments:* Law / Code: Additional Comments: Not applicable Through facility tour, management interview and employee interview, auditors confirmed that the audited facility (Wenzhou 360 Inflatable Co Ltd) did not subcontract or receive Disney-branded production from any facility or other sources in the past 12 months.

Appendix: Violation Photo

1	2	3
4	5	6
7	8	9
10	11	12
13	14	15

Disney International Labor Standards Group

Enhanced Forced Labor Labor Testing Record

Audit ID #: (or audit firm internal #)	A5260632	**Audit Report Date:**	October 20, 2025
Facility ID #: (leave blank if unknown)	Not provided	**Date Audit Completed:**	October 13, 2025

INTRODUCTION

This Supplemental Report - Enhanced Forced Labor Requirements (Supplemental Report) provides guidance on the information and procedures needed to assess Disney's Forced Labor requirements. The Supplemental Report should be referenced prior to and during each Disney-style audit and must be completed before completing the Audit Report. Every Disney-style audit should complete one Supplemental Report, and the completed Supplemental Report should be submitted to the audit commissioner with the completed Audit Report.

ADDITIONAL FACILITY PROFILE

1) How are workers recruited? (Please describe the Facility's recruitment requirements and procedures.) The facility hired employees directly. No recruitment agency, dispatched agency or outsourcing company was used. The facility requires that no child labor hired. Based on the recruitment procedure which stated that the workers must present their ID cards.

2) Does the facility utilize a Recruitment/Labor Agency to provide/hire workers? ☐ Yes ☒ No
   If yes, please specify the information in the Appendix A.

3) Does the facility have foreign (temporary visa) migrant workers present? ☐ Yes ☒ No
   If yes, please specify the countries and % of workforce per country Not applicable. No foreign (temporary visa) migrant workers in the facility.

4) How long have the foreign migrant workers been in the country, excluding the long-term permanent (foreign) residents? Not applicable. No foreign (temporary visa) migrant workers in the facility.

5) Does the facility have domestic migrant workers from other parts of the Country?
   ☒ Yes ☐ No
   If yes, please specify the domestic migrant worker's state or province of origin There was a total of 55 employees on site. 20 employees were local employees from Zhejiang Province, 35 employees were domestic migrant employees from other provinces of China including Anhui, Guangxi, Guizhou, Henan, Hubei, Jiangxi, Shandong, Shaanxi, Sichuan and Yunnan.. No foreign migrant employee worked at the facility.

6) Does the facility utilize Outsourced Service Providers, also referred to as contractors or internal subcontractors (Security, Canteen, Transportation, Warehouse, Human Resource, IT Management, Other)? ☐ Yes ☒ No

If yes, please specify the information in Appendix B

SUBSTANTIVE TESTING AND VERIFICATION

➢ ASSOCIATION

Substantive Testing:

Select 10 employees and compare the observations, testing, management's assertions, and employee interviews to verify:

a. Employees have copies of the legally binding collective bargaining agreement (CBA), if applicable.
b. The facility complies with CBA's work provisions.

Verification:

Is there any evidence that the facility does not comply with CBA's work provisions?
☐ Yes ☒ No If yes, explain in detail: Not applicable. No CBA existed in the facility.

Additional Remarks:

Not applicable. No CBA was noted in the facility.

➢ FORCED LABOR

Substantive Testing:
Select 10 employees and compare the observations, testing, management's assertions, and employee interviews to verify:

a. Employees do not pay fees directly or indirectly to an employer, their subsidiaries, labor agents, or other third parties providing services.
b. If employees pay any recruitment fees, please test Recruitment Fees/Cost and Reimbursement.
    1) Applies only to employees working/worked at the facility on or after November 1, 2020.
    2) Date of employee paid/paying non-permissible recruitment fees is on or after November 1, 2020.
    3) The amount is paid by the employee directly or via payroll deduction.
    4) The evidence of recruitment fees payment provided by employee.
        If available, calculate the total amount based on the evidence.
        If none, average the amount based on fees paid by other employees from the same country of origin.
    5) The date and the amount that is reimbursed to employee.
c. Please complete the table in the Appendix C.

Verification:

1. Is there any evidence that the facility has not fully reimbursed employees the costs associated with obtaining or maintaining continued employment as required?
   ☐ Yes ☒ No If yes, explain in detail: Not applicable

2. Is there any evidence that the facility charges employees for resignation in excess of what is allowed by law, or 60% of the gross monthly wage, whichever is lesser?
   ☐ Yes ☒ No If yes, explain in detail: Not applicable

3. Is there any evidence that the employees are not paid all wages as required by law?
   ☐ Yes ☒ No If yes, explain in detail: Not applicable

Additional Remarks:

Employees did not need to pay fees directly or indirectly to an employer, their subsidiaries, labor agents, or other third parties providing services.

➢ **MONITORING AND COMPLIANCE**

Substantive Testing:
Select 10 employees and compare the observations, testing, management's assertions, and employee interviews to verify:

a. Consequences for providing employment practices information to the auditor in the employee interviews.

Verification:

Is there any evidence that employees have been subject to some form of retaliation for disclosing non-permissible fees/expenses information during interviews?
☐ Yes ☒ No If yes, explain in detail: Not applicable

Additional Remarks:

None

➢ **OTHER LAWS**

Substantive Testing:

Select 10 employees and compare the observations, testing, management's assertions, and employee interviews to verify:

a. All terms and conditions of the employment contract are voluntarily agreed by the employees prior to employment, or prior to migrant employees' departure from their points of origin.
b. The deduction of living expenses (such as food, housing, utilities, equipment, or transport) are described in employment contract.
c. The employment contracts are not unilaterally changed to benefit the employer.

Verification:

1. Did the employment contract terms change to be less favorable to employees without employee's agreement?
   ☐ Yes ☒ No If yes, explain in detail: Not applicable

2. Is there any evidence that the terms and conditions of employment are not defined, communicated and voluntarily agreed to by the employees prior to employment or departure from their point of origin?
   ☐ Yes ☒ No If yes, explain in detail: Not applicable

3. Is there any evidence that the facility deducts living expenses from wages without defining deductions in a contract as required by law or other requirements?
   ☐ Yes ☒ No If yes, explain in detail: Not applicable

Additional Remarks:

None

APPENDIX A

Recruitment/Labor Agency List (Please insert rows if needed)

Name	**Full Address (including country)**	**Website**	**Contact Name/Title /Phone Number**	**Responsible for employee contract management and/or payroll (Y/N)**	**Providing/Hiring Migrant Workers for Facility (Y/N)**
Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable

APPENDIX B

Outsourced Service Providers List (Please insert rows if needed)

Service Type	Name of the Service Provider	Contact Name / Title / Phone Number	Number of the Service Provider's Workers at the Facility
Not applicable	Not applicable	Not applicable	Not applicable

APPENDIX C

Recruitment Fees & Expenses and Reimbursement Table

No.	Type of fee and/or expenses	Fees or Expenses Charged?	Fully reimbursed later than the hire date[1]?	Describe details if applicable
1. Recruitment & Related Services				
a.	Application, recommendation, recruiting, interviewing, hiring, placement, and processing fees of any kind at any stage in the recruitment and hiring process	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
b.	Fees of labor agents, attorneys, notaries, or other legal fees	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
c.	Other fee requirements to access the job opportunity	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
2. Documentation & Permits (including renewals)				
a.	Passport/identity documents needed for the purposes of obtaining employment	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
b.	Visas	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
c.	Photos for passports or visas	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
d.	Temporary work or residence permits	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
e.	Police clearance fee	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
f.	Birth certificate fee	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
g.	Certificate of good behavior fee	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
3. Medical				
a.	Medical exams and screenings if required by the employer or law	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
b.	Immunizations if required by the employer or law	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable

[1] A worker's hire date refers to the day a worker commences work at the facility. Work is inclusive of onsite trainings and orientations at the facility, including probation periods if applicable.

4. Skills & Qualifications				
a.	Background and reference checks	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
b.	Additional certifications after the employment offer has been made and accepted	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
5. Training & Orientation				
a.	Pre-departure training or orientation	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
b.	New hire training or orientation	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable
6. Transportation & In-Transit Lodging (including all taxes and fees)				
a.	**For foreign migrant workers:**			
i.	Transportation and in-transit lodging after the employment offer has been made and accepted, from the worker's habitual place of residence in his/her country of origin to the port of departure	☐ Yes ☐ No	☐ Yes ☐ No	Not applicable. No foreign migrant workers worked in the facility.
ii.	Transportation from the port of departure in the worker's country of origin to the receiving country port of entry including but not limited to airfare, expenses of other modes of transportation, terminal fees and travel taxes	☐ Yes ☐ No	☐ Yes ☐ No	Not applicable. No foreign migrant workers worked in the facility.
iii.	Transportation from the receiving country port of entry to the employer's facility or provided accommodations	☐ Yes ☐ No	☐ Yes ☐ No	Not applicable. No foreign migrant workers worked in the facility.
iv.	Border-crossing fees	☐ Yes ☐ No	☐ Yes ☐ No	Not applicable. No foreign migrant workers worked in the facility.
v.	Relocation expenses, if asked to relocate once employment has begun	☐ Yes ☐ No	☐ Yes ☐ No	Not applicable. No foreign migrant workers worked in the facility.
vi.	Transportation for the worker to return to his/her habitual place of residence in his/her country of origin at the end of employment	☐ Yes ☐ No	☐ Yes ☐ No	Not applicable. No foreign migrant workers worked in the facility.
b.	**For internal migrant workers:**			
i.	Transportation and in-transit lodging expenses after the employment offer has been made and accepted, from his/her habitual place of residence to the place of work	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable.

ii.	Relocation expenses if the worker is asked to relocate once employment has begun	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable.
7. Other Legally Required Expenses				
a.	Deposits and/or bonds (including non-legislated)	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable.
b.	Government-mandated migrant levies and worker welfare funds related to the employment of foreign migrant workers	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable.
c.	Fees or related expenses associated with regularizing undocumented migrant workers for the purpose of employment through government-authorized programs	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable.
d.	Obtaining permanent or temporary labor certifications	☐ Yes ☒ No	☐ Yes ☐ No	Not applicable.