

## 12-Month Remediation Program Agreement Letter

### 12 个月纠正计划同意书

Effective: 1<sup>st</sup> September 2020

ETP-LTF-29 V01 (C&E)

Due to the result of the **XXX** (audit type) on **YY-MM-DD** (date), your factory's current performance has not met the ICTI Ethical Toy Program (IETP) standard.

鉴于在 **YY-MM-DD** (日期)的 **XXX** (审核类型) 审核结果，贵厂目前的表现尚未符合 ICTI 玩具业责任规范 (简称 IETP) 的项目标准。

As a consequence, the factory shall enter a 12-month remediation program. During the remediation program period, the certification status of the factory will be shown as "In Remediation Program" on our website. A certificate of compliance will be recommended upon confirmation that the factory has met the IETP standards after a scheduled on-site engagement visit and two unannounced audits.

因此，工厂须进入 12 个月的「纠正计划」。在进行纠正计划期间，贵厂的认证状态将于我方网站上显示为「纠正计划」，经一次预约的现场研讨及两次不预先通知审核后，如确认工厂已达致 IETP 标准，便可推荐获取正常级别证书。

Upon accepting this remediation program agreement, the factory will be subject to the following terms:

接受纠正计划同意书代表工厂同意以下具体安排：

The certificate shall become effective from the date of confirmation of all payments.

证书将从确认所有付款后开始生效。

The factory shall pay the relevant fees within one month of receiving the IETP or the audit firm's payment notification respectively. The details are as follows:

工厂需要分别在收到 IETP 或审核公司缴费通知后一个月内缴交相关费用，具体如下：

Step 1: pay IETP 第一步：支付 IETP 费用	Step 2: pay audit firm 第二步：支付审核公司费用
1) Registration fee: USD 1,000 注册费\$1,000 美元	The designated audit firm will contact the factory directly. The factory shall pay two unannounced on-site audit fees in advance.
2) Certificate fee: USD 800 纠正计划证书一张 \$800 美元	

<p>3) On-site engagement fee: USD 2,500 现场研讨费 \$2,500 美元</p>	<p>IETP 指派的审核公司将直接与工厂联系。 工厂须预缴两次不预先通知的现场审核费用。</p>
<p>4) Travel expense for on-site engagement: USD XXX+ air ticket (if applicable) 研讨人员的差旅费\$XXX 美元 +机票(如适用)</p> <p>*IETP will charge the differences if the actual cost is higher. 如实际费用较预算费用高, IETP 将向工厂收取差价。</p>	<p>*The factory has the right to request a refund from the appointed audit firm for any unused audit fees. In the event that a refund request occurred due to the factory's violation of the terms &amp; conditions of this remediation program agreement, the factory shall be responsible for the administrative charge of USD100 demanded by the appointed audit firm.</p> <p>*工厂有权要求审核公司退还未产生的审核费用。如因工厂违反本协议内容并要求退还未产生的审核费用, 工厂则须支付审核公司\$100 美元的行政费用。</p>

- Upon the recommendation of Remediation Program, the factory shall be listed as "Pending for Remediation Program" on the Ethical Toy Program website immediately until the factory has settled all relevant fees.

当工厂被推荐进入纠正计划, 其状态将立即在 IETP 官网上显示为「等待进入纠正计划」, 直到工厂支付的所有款项到帐后其状态才会正式变更为「纠正计划」。

During the remediation program period, the factory can use any company letterhead or stationery that carries the ICTI Ethical Toy Program logo, but it must abide by the IETP user guide (<https://www.ethicaltoyprogram.org/en/guidance-for-new-logo/>) and the factory should send the design to [info@ethicaltoyprogram.org](mailto:info@ethicaltoyprogram.org) for approval.

进行纠正计划期间, 工厂可以在名片、公司信函或文具上使用 IETP 标志, 但必须遵守 IETP 标志使用指引(<https://www.ethicaltoyprogram.org/zh/guidance-for-new-logo-zh/>) 并把设计发送到 [info@ethicaltoyprogram.org](mailto:info@ethicaltoyprogram.org) 作审批。

- Any violation of and/or disregard for this agreement shall be regarded as equivalent to a critical violation of the Ethical Toy Program standards and this shall result in instant termination.

工厂必须严格遵守本同意书内容, 此为恢复 IETP 正常证书状态的强制要求。工厂如有任何违反、放弃遵守或忽视本同意书内容的行为, 均将被视为严重违规, 工厂的证书将被立即终止。

- If any zero tolerance or non-transparency violation is identified during the remediation program period, the factory shall be instantly terminated.

如果在纠正计划期间，发现工厂存在零度容忍或违反透明度政策的违规，工厂的证书将被立即终止。

- Within 90 days of the start of the remediation program, the factory must fix wage-related violations (such as insufficient wages and/or delayed payment).

纠正计划开始后的 90 天内，工厂必须改善与工资相关的违规项(如工资不足及/或迟发工资等)。

- Within 7 months of the start of the remediation program, the factory must fix violations of working hours (such as without 1 day off within the pre-defined week, and/or less than 10 consecutive rest hours in the pre-defined 24 hours cycle).

纠正计划开始后的 7 个月内，工厂必须改善与工时相关的违规项(如无法确保预定义的一周内 1 天休息，及/或预定义的 24 小时内有连续 10 小时的休息等)。

Upon reinstatement, the factory will be granted a Certificate of Compliance for one year after paying the Certificate of Compliance Issuance Fee of USD800 and Annual Factory Registration Fee of USD1,000.

如工厂最后获批核准予恢复正常证书状态，工厂须支付一般证书费\$800 美元及年度申请注册费\$1,000 美元，以取得有效期为 1 年的正常级别证书。

Should you have any queries, please call +852-21112462

如对纠正计划有任何疑问，请致电 +852-21112462 查询。

Factory Appeal Channel (if needed):

工厂申述渠道 (如有需要) :

<https://www.ethicaltoyprogram.org/en/resources/factory-resources> in English ( 英文网页 )

<https://www.ethicaltoyprogram.org/zh/resources-zh/factory-resources-zh> in Chinese ( 中文网页 )



ICTI Ethical Toy Program

ICTI 玩具业责任规范

**\*\*If the payment advice below cannot be displayed properly, please log in to the Connect Platform from our website to download it at the "Payment" page.**

**\*\*若以下付款通知单部分内容未能显示，贵厂可从我方网站登入 Connect 平台，在「款项」页面下载完整的付款通知单。**