



# Corporate Identity Verification

# 企业身份标识

**Forever Standing Stationery Co., Ltd.**

**东莞市佛爱娃工艺品有限公司**

Assessment Report

*Report No. : QYSF312016082900067836*

*Assessment Date: 27/Aug./2016*

*Online Verification: <http://verified.chn.tuv.com>*

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## **2. AUDIT OVERVIEW**

- 2.1 Company Overview
- 2.2 Legal Entity
- 2.3 Employees Details
- 2.4 Key Clients
- 2.5 Product Capabilities
- 2.6 R & D Capacity
- 2.7 Management Systems & Quality Control Management
- 2.8 Corporate social responsibility
- 2.9 Development / Expansion Plans
- 2.10 Certification & Photos

**3. IDENTIFICATION:****3.1 Company Overview**

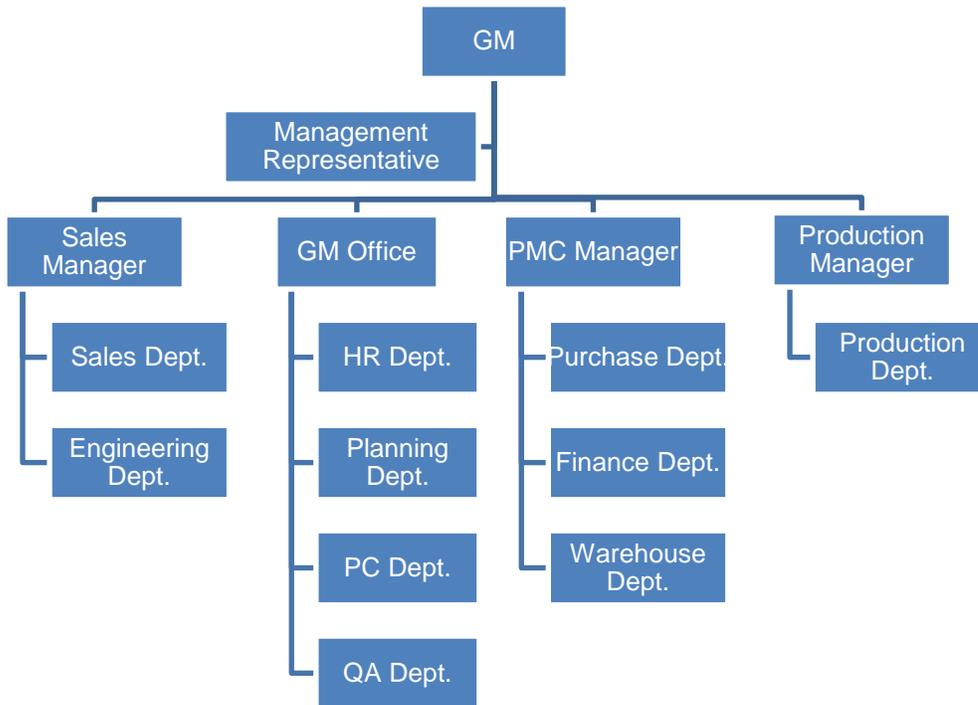
Identification	Details		
Company Name:	Forever Standing Stationery Co., Ltd.		
Contact Information:	No. 2, Fuxiang Street, Hengjiao Village, Shijie Town, Dongguan City, Guangdong Province, China		
	Contact Person: Ms. Xiaoyan Mao		
	Tel: 0086-769-22016016		
	Fax: 0086-769-22685774		
	E-mail: sales@fssdg.com		
Website Address (URL):	www.fssdg.com		
Assessment Date:	27/Aug./2016		
Expiry Date (12 months validity)	27/Aug./2016 -- 26/Aug./2017		
Name of Assessor:	Richard Jiang		
Production:	Wine Package, Smart & Specialty Gifts, Storage & Home Supply, Leather Office Supply & Desktop, Frame & Albums		
Average Lead Time:	30 Days		
Overall Turnover of Last Year:	RMB 33,377,839.46		
Manufacturing floors:	5,355 m <sup>2</sup>		
Number of Buildings:	4		
Office Size:	1,365 m <sup>2</sup>		
Working Day:	Mon. to Fri.	Working Hours	08:00 -- 12:00 14:00 -- 18:00
Busy Season / Low Season:	YES, Busy Season from April to December		
Main Export Market:	<input checked="" type="checkbox"/> America <input checked="" type="checkbox"/> Europe <input checked="" type="checkbox"/> Africa <input checked="" type="checkbox"/> Mid East <input checked="" type="checkbox"/> Asia <input checked="" type="checkbox"/> Oceania <input checked="" type="checkbox"/> Other <input checked="" type="checkbox"/> Domestic Market		

## 3.2 Legal Entity

Legal Entity			
Business License Number:	91441900796237440T		
Year Established:	28/Nov./2006	Validity Period:	28/Nov./2006 -- 31/Dec./2049
Registered Address:	No. 2, Fuxiang Street, Hengjiao Village, Shijie Town, Dongguan City, Guangdong Province, China		
Company Address:	No. 2, Fuxiang Street, Hengjiao Village, Shijie Town, Dongguan City, Guangdong Province, China		
Registered Capital:	RMB 10,000,000		
Corporate Representative:	Mr. Chengxiang Yong		
Industry:	Luggage, Bags & Cases		
Business Type:	Combined		
Type of Ownership:	Sole Proprietorship		

## 3.3 Employees Details

Department Name	Full Time Employee(s)	Part-Time Employee(s)	Total
Supervisor/Managers	16	0	16
Administration Staff	10	0	10
Quality Control Staff	5	0	5
Engineering Staff	6	0	6
Workers	57	0	57
<b>Sub-total</b>	<b>94</b>	<b>0</b>	<b>TOTAL: 94</b>



### 3.4 Key Clients

Client Name	Main Product(s)
Confidential	Confidential

### 3.5 Product Capabilities

Production Capacity		
Product Name	Production Line Capacity	Actual Units Produced (Previous Year)
Wine Package	60,000 Pieces / Month	500,000 Pieces
Smart & Specialty Gifts	10,000 Pieces / Month	80,000 Pieces
Storage & Home Supply	10,000 Pieces / Month	20,000 Pieces
Office Supply & Desktop	10,000 Pieces / Month	30,000 Pieces
Frame & Albums	10,000 Pieces / Month	20,000 Pieces

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Production Machinery			
Key Machine Name	Brand & Model No.	Quantity	Condition
Cutting Machine	Yihong	1	Acceptable
High Frequency Welding Machine	HK-5000T	2	Acceptable
Heat Pressing Machine	OP-450GS	1	Acceptable
Sewing Machine	HSIN NE, GOODEN WHEEL	10	Acceptable
Buttoning Machine	ZX-36	5	Acceptable
Sawing Machine	HW616	2	Acceptable
Crimping Machine	SUNARY & HL-8A	1	Acceptable
Staking Machine	KAI WANG & LM-801	1	Acceptable
Cutting Machine		High Frequency Welding Machine	Heat Pressing Machine
			
Sewing Machine	Buttoning Machine	Sawing Machine	
			
Crimping Machine	Staking Machine	N/A	

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		N/A
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## Key Testing Machinery

Machine Name	Brand & Model No.	Quantity	Condition
Calipers	Dayang	2	Acceptable
Calipers	N/A	N/A	N/A
	N/A	N/A	N/A

## Production Flow

<b>1. Cutting</b>	<b>2. Heat Pressing</b>	<b>3. Sewing</b>
		
<b>4. Buttoning</b>	<b>5. Gluing</b>	<b>6. Assembling</b>

		
<b>7. Packing</b>	<b>8. Warehouse</b>	<b>N/A</b>
		<b>N/A</b>

### 3.6 R & D Capacity

<b>Current Situation</b>		
How many R&D engineers in the company?	6	
Does the company have its own brand?	YES (FS FOREVER STANDING 5991762; FO AI WA 13061380)	
Does the company own any patents?	NO	
Does the company provide OEM/ODM service for others?	YES	
Based on inspection, are R & D employees equipped with adequate specialized equipment?	NO	
Sample Schedule	3-- 5 Days	
<b>Development Devices</b>		
<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

N/A	N/A	N/A
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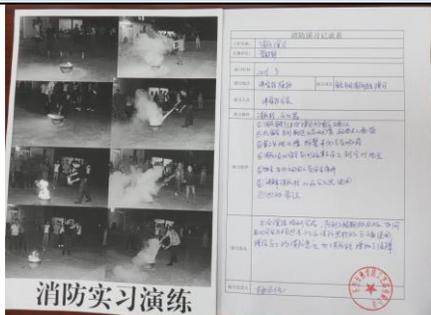
### 3.7 Management Systems & Quality Control Management

Quality Management System Certification				
Certification	Certified By	Certificate No.	Business Scope	Expiry Date
N/A	N/A	N/A	N/A	N/A
Product Certification				
Certification	Certified By	Certificate No.	Product Name & Model No.	Expiry Date
CE	TOBY	TB08041820	Dominos and Dice	25/Apr./2008 -- 31/Dec./2049
Test Report				
Test Report	Certified By	Product Name & Model No.		Expiry Date
Test Report	ITS	Jewellery Box		06/Jul./2014
Quality Control Management				
Content		Observations / Comments		
Is there quality control on all production lines?		<input checked="" type="checkbox"/> Yes, all production lines have adequate quality control <input type="checkbox"/> Yes, some production lines have adequate quality control <input type="checkbox"/> No		
How many QA/QC inspectors in total?		5		
Supplier Management				
Content		Observations / Comments		

Does the company have a supplier assessment procedure?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the company establish and implement a standard procedure for purchasing contract review and approval?	<input checked="" type="checkbox"/> Yes, with written standard procedures <input type="checkbox"/> Yes, with written procedure but lack of consistent standard <input type="checkbox"/> No
Does the company keep its supplier assessment reports?	<input checked="" type="checkbox"/> Yes, Keep for 1 year available <input type="checkbox"/> No
Are the company's purchasing documents sufficient to ensure product safety control and their customers' requirements?	<input type="checkbox"/> Yes, the purchasing document includes all the information required <input checked="" type="checkbox"/> Yes, however the purchasing document includes incomplete information <input type="checkbox"/> No
Is there a procedure to conduct random product inspections after final packaging?	<input checked="" type="checkbox"/> Yes, with clear standard and written inspection records <input type="checkbox"/> Yes, with inspection records but no procedures <input type="checkbox"/> Yes, with procedures but no inspection records <input type="checkbox"/> No, inspections are not necessary
<b>After Sales Service</b>	
<b>Content</b>	<b>Observations / Comments</b>
Has the company set up any procedure for customer feedback, including complaints, clearly recorded and maintained?	<input checked="" type="checkbox"/> Yes, with a standard feedback form and records <input type="checkbox"/> Yes, with a standard feedback form but no records <input type="checkbox"/> Yes, with records but no standard feedback form <input type="checkbox"/> No
Are there any clear procedures for handling customer complaints?	<input checked="" type="checkbox"/> Yes, with clear procedures and written records <input type="checkbox"/> Yes, with clear procedures but no written records <input type="checkbox"/> Yes, with written records but no clear procedures <input type="checkbox"/> No
Does the company have the SOP (Standard Operation Procedure) for after-sales service? Does the company provide after-sales consulting services?	YES
Does the company implement the provisions of the National Three Warrantees (warranty for repair/replacement /return) for their products?	NO

## 3.8 Corporate social responsibility

Content	Observations / Comments
Does the company conduct regular inspection of the plant and equipment, to ensure the health and safety of the workshop at least in accord with the law?	YES
Does the company hold regular fire drill, including fire drill and evacuation drill? Do the staff know how to give an alarm, how to evacuate and how to use the fire extinguisher?	YES
Does the company provide adequate first aid equipment?	YES

Does the company have Environmental Impact Assessment Report? Is it regularly reported to government or appropriate public authority?	NO
Does the company have the pollutant emission permit issued by the Environmental Protection Bureau?	NO
Does the company have permits for water use?	NO
<b>Evidence Picture</b>	
<b>Maintenance Record</b>	<b>Fire Drills and Evaluations Records</b>
	
<b>Environmental Monitoring Report</b>	<b>Pollutant Emission Permit</b>
N/A	N/A
<b>First Aid Equipments</b>	<b>Water Use Permit</b>
	N/A

### 3.9 Development / Expansion Plans

Factory Development / Expansion Plans	
Company Development Action	Timeframe
The company is going to attend Canton Spring Fair, Canton Autumn Fair, HK Mega Show, all 4 Pack Paris, Tokyo Gift Show.	12 Months

### 3.10 Certification & Photos

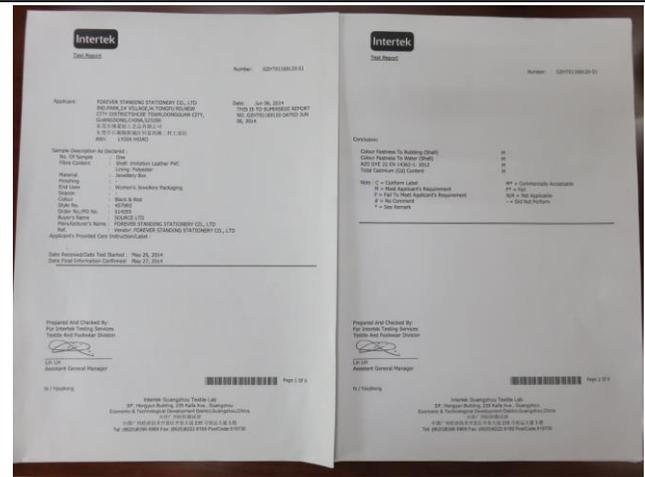
Certification	
<p align="center"><b>Business License</b></p> 	<p align="center"><b>Tax Registration Certificate</b></p> 
<p align="center"><b>Permit for Opening Bank Account</b></p> 	<p align="center"><b>Organization Code Certificate</b></p> 
<p align="center"><b>Custom Clearance Registration Form</b></p> 	<p align="center"><b>Import and Export Enterprise Registration</b></p> 

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## CE Certificate



## Test Report (copy verified)



## Trademark 1



## Trademark 2



## Company Gate



## Office



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**Warehouse**



**Workshop**



**Dormitory**



**Canteen**



**Fire Fighting Equipment**



N/A

N/A

## Main Product

Product Photo



Product Photo



Product Photo



Product Photo



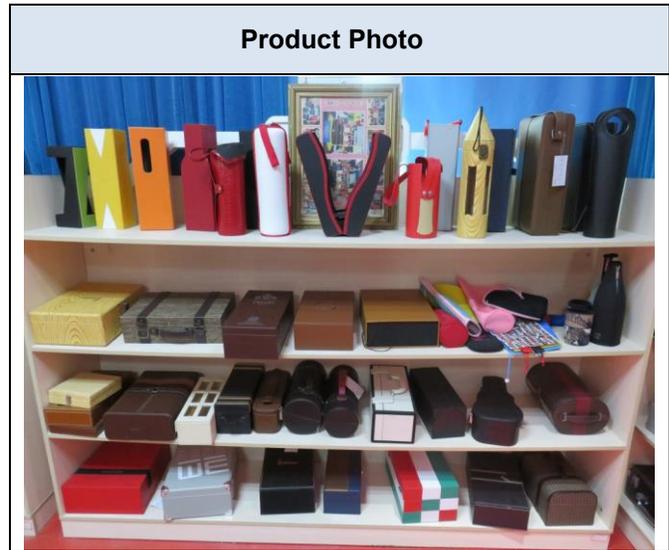
Product Photo



Product Photo



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**End of the Report**