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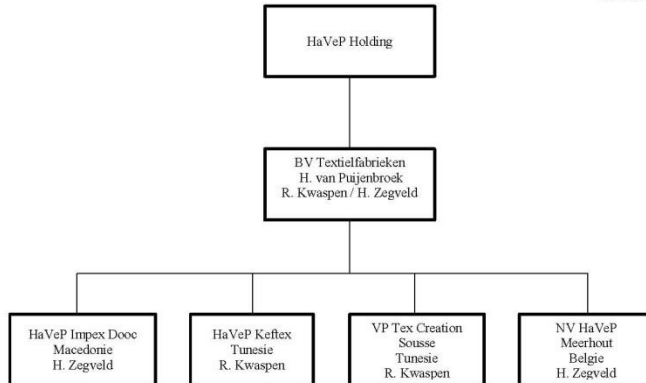
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Organisational chart



Januari 2013

Juridisch  
Organisatieschema  
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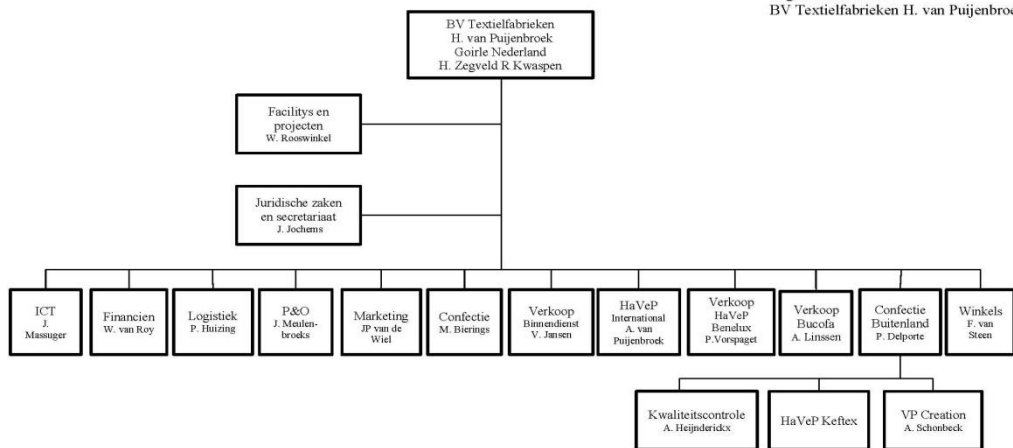


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Januari 2013

Operationeel  
Organisatieschema  
BV Textielfabrieken H. van Puijenbroek



1



## Contents

1. Summary: goals & achievements 2012.....	4
2. Sourcing strategy .....	4
2.1. Sourcing strategy & pricing .....	4
2.2. Organisation of the sourcing department .....	4
2.3. Production cycle .....	5
2.4. Supplier relations.....	5
2.5. Integration monitoring activities and sourcing decisions.....	5
3. Coherent system for monitoring and remediation .....	5
3.1. Factories Tunisia .....	5
3.2. Factories Macedonia.....	5
3.3. External production .....	6
4. Complaints procedure .....	6
5. Training and capacity building.....	6
5.1. Activities to inform staff members.....	6
5.2. Activities to inform agents .....	6
5.3. Activities to inform manufacturers and workers .....	6
6. Transparency & communication.....	6
7. Stakeholder Engagement.....	6
8. Corporate Social Responsibility .....	7

## 1. Summary: goals & achievements 2013

In all factories, we have a mutual understanding about the way we work together and the way we want to achieve a continuous improvement of labour circumstances.

There have been as written in the workplan 2013 audits in our factories. In February 2013 there was a MSA in Goirle. The continuation for improvement of transparency has been a focus point. In 2012 we set up a simple system for transparency for all involved in follow up of the audits we continued with this in 2013 since we only succeeded partially.

We started in 2010 with an questionnaire for the suppliers of the articles we sell but don't produce ourselves. The goal of this action was to create awareness of our membership with the FWF and to try if we can further improve our commitment towards the code of conduct. The results were poor in 2011, 2012 but we had some improvements in 2013.

In our organisation we see that improving (and already improved) labour conditions in the factories is becoming a normal aspect. Our quality controllers, instructors and also our customers that visit factories, together with us, are impressed to see the factories and their equipment as well as utilities. There is a positive attitude and everybody is working on continuously improving conditions. The final follow up for all action plans and audits remains the responsibility of P.Delporte and R.Kwaspen.

## 2. Sourcing strategy

### *2.1. Sourcing strategy & pricing*

In our branch we have the possibility to work with a weekly planning. We plan our CMT jobs to our factories on a weekly base, as described under 'production cycle'. It is therefore that we do not use quotations per article but we can rely on a partnership based on calculated SAM times per item. The pricing of these SAM times are discussed annually as well as the capacity needed per quarter.

### *2.2. Organisation of the sourcing department*

We only use the definition of sourcing when we buy ready-made articles. This is not our core activity. For the production of our own articles, we have a central planning department, which coordinates all production movements. Due to the long term relationships with our manufacturers we do not only provide CMT goods but also knowledge transfers. Our production sites are logistically controlled by this central planning department and on site controlled by our own people that are living abroad.

### **2.3. Production cycle**

On a weekly base we provide CMT orders through our MRP system. These orders are divided over 4 regular production sites according to the agreed capacity. Our lead-time in production depends on the production site and can vary from 3 till 6 weeks.

### **2.4. Supplier relations**

Selection of new factories is rare. We have (as described in our workplan) 6 factories that are producing almost all of our articles. Only if our production volume exceeds the regular capacity we make use of some other factories. These factories have been selected before and are a part of our annual manufacturers register.

### **2.5. Integration monitoring activities and sourcing decisions**

Since we visit the production sites on a daily and /or weekly base we have a continuous monitoring system (our presence). Nevertheless, our international coordinator makes reports based on the outcome of previous audits. We do not use a preference system for the CMT orders.

## **3. Coherent system for monitoring and remediation**

### **3.1. Factories Tunisia**

In Tunisia we have worked in 2013 with several factories. 1 Factory is fully owned, 1 factory is preferred and fully rented, the others are well known and already for many years part of our supplier register. The outcome from audits are described as action points and shared through our mini platform. We visit 2 of these factories on a daily base and the others 3 times per week. The progress of the action plans is discussed by P.Delporte and by R.Kwaspen.

There have been no complaints to us, nor direct to the FWF. Due to the difficult political situation in Tunisia we noticed the workers are uncertain about the future and their work. We discussed this (a lot) with management of the factories and we keep it in mind during our visits and follow up of the action plans.

### **3.2. Factories Macedonia**

We have worked with 3 factories in Macedonia in 2013. These are well known and our relation with these factories is over 40 years. The factories are visited 4 times a week by our own people. P.Delporte and R.Kwaspen visit these factories about 3-4 times a year for the follow up of the action plans.

There have been no complaints to us, we do not know if the FWF has received any from the workers of these factories.

In 2013 we opened a new factory 100% owned in Macedonia, near Skopje. In 2013 we employed 80 workers in this new factory.

### **3.3. External production**

Since we do not have external production, we do not have any monitoring activities.

## **4. Complaints procedure**

We did not receive any complaints in 2013. It is difficult to agree with the factories to set up grievance boxes as suggested by FWF. The factories dislike these ideas because it is very strange to them. They do not even use idea boxes so why to promote complaints.

## **5. Training and capacity building**

### **5.1. Activities to inform staff members**

Besides the responsible and appointed people there are no other people that need to be trained in order to understand the code of conduct. In 2012 we organised a training, in 2013 we invited the FWF team on our booth at the A+A fair to meet and greet our sales team and our customers.

To inform all colleagues about the actual status of our plans we use our internal magazine "de Brug" and our intranet. On our intranet, colleagues can read all previous audit reports, system audits, social plans and work plans.

### **5.2. Activities to inform agents**

N.a.

### **5.3. Activities to inform manufacturers and workers**

We did not perform any extra activities to inform workers or factories. There was no reason to do so. Should there be any reason to start training activities, we will perform them.

## **6. Transparency & communication**

Van Puijenbroek Textiel uses their websites to inform clients and other people that are interested. Visualization of our membership to the FWF can be found on our catalog, some hangtags, website, company paper, etc. On the FWF website our annual reports are published.

## **7. Stakeholder Engagement**

There have been no key topics/concerns raised through any stakeholder.



## **8. Corporate Social Responsibility**

Van Puijenbroek Textiel is working on many fields of its corporate social responsibility. Not only we work with the FWF for our production sites in Tunisia and Macedonia, we also have our CSR policy at our headquarters in Goirle.