Costco GMP General Hardlines Factory Assessment

Version No.: 05 1-Jun-18

Audit Details

Costco Audit Request #	201804-NFGMP-06311		
Audit Type	**Initial Audit**		
Audit Report #	10181340609	Auditor Name	Annie Yan, Andy Ley
Audit Start Date	11 June 2018	Number of Mandays	2 Mandays
Follow-up Audit 1	Not Applicable		
Follow-up Audit 2	Not Applicable		
Factory Name	**Dongguan Malena Cosmetics Co., Ltd.**		
Address	4/F, B Building, Qiangfa Industrial Zone Guanjingtou, Fenggang, Dongguan, Guangdong, China.		
City	Dongguan	State/Province	Guangdong
Country	China		
Postcode	523000		
Telephone #	86-769-82060265		
Fax	Nil		
E-mail Address	info@malenacn.com		
Supplier Name	K-Plex, LLC		

Key Personnel

Name	Job Title	E-mail ID
Mr. Sam Kwok	General Manager	info@malenacn.com
Mr. Niping	IPQC	N/A
Mr. Bai Hongbao	QA Supervisor	N/A
Ms. Bai Zhifang	Production Manager	N/A
Ms. Fang Caizhi	Sales	sales02@malenacn.com

Note: provide up to 5 key personnel only

Sub-contractor Information

Processes	Factory Name	Factory Address
Nil	*N/A*	*N/A*

Company Profile

Factory established in year:	Sep. 06, 2016
Main manufacturing processes:	Hair setting, Gluing, Trimming, Pad printing, Assembly and Packing etc.
Product category	Makeup Brush
Factory area / dimensions	2,200 square meters
Number of Buildings	1 building with 6 floors, the factory only used the 4th floor of the building
Total number of employees	66 employees
Production capacity	900,000 pieces per month and lead time was about 45 days
International certification	Nil
Peak season	Not obviously

AUDIT RESULT SUMMARY

Dongguan Malena Cosmetics Co., Ltd.

Initial Audit			
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Auditor Name	Annie Yan, Andy Ley	Number of Mandays	2 Mandays
	Section Name	**Section Score**	**Section Rating**
Section 1	Management Commitment & Continual Improvement	100%	Green
Section 2	Risk Management	83%	Orange
Section 3	Quality Management System	95%	Yellow
Section 4	Site and Facility Management	96%	Yellow
Section 5	Product Control	92%	Yellow
Section 6	Product Testing	100%	Green
Section 7	Process Control	95%	Orange
Section 8	Personnel Training	88%	Yellow
		Overall Score	**Overall Rating**
		93.58%	**Orange**