

**Report Number: QIP-ASR182303**

**Audit Date :** 18 Apr.,2018

This report is issued by Focus Technology Co., Ltd. (Made-in-China.com) and the supervising inspectorate (SGS-CSTC Standards Technical Services Co., Ltd.) to confirm that:

**Company Name :** Shenzhen Vicam Mechatronics Co., Ltd.  
深圳唯科机电一体化有限公司

**Showroom :** <http://szvicam.en.made-in-china.com>

**Address :** 6/F, No. 11, North Area, Shangxue Science and Technology Industrial Park, Xuexiang Community, Bantian Street, Longgang District, Shenzhen City, Guangdong Province, China.

**Product :** Pipeline Inspection Camera, Pipe & Wall Inspection Camera, CCTV Pipe Inspection Camera, Sewer Pipe Inspection Camera, Pipeline Inspection Camera With DVR.

has been on site audited for the Following Scope of Activity

1. General Information
2. Foreign Trade Capacity
3. Product Research & Development Capacity
4. Management System and Product Certification
5. Production Capacity & Quality Control
6. Working Environment
7. Photos



**General Comments:**

Shenzhen Vicam Mechatronics Co., Ltd. is a manufacturer with 27staffs. The company established in 2010 which located in 6/F, No. 11, North Area, Shangxue Science and Technology Industrial Park, Xuexiang Community, Bantian Street, Longgang District, Shenzhen City, Guangdong Province, China. Actual found the company occupied an area of about 750 square meters. The company obtained some CE, RoHS, FCC product test certificates and design patent certificate. The company has successful foreign trading experience in Europe, North America and Southeast Asia.



Sign for and on behalf of  
SGS-CSTC Standards Technical Services Co., Ltd.



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SGS-CSTC Standards Technical Services Co., Ltd.  
Consumer and Producer

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# SUPPLIER ASSESSMENT REPORT

Audited Company	Shenzhen Vicam Mechatronics Co., Ltd.
Audited Site:	6/F, No. 11, North Area, Shangxue Science and Technology Industrial Park, Xuexiang Community, Bantian Street, Longgang District, Shenzhen City, Guangdong Province, China.

Consigner of Assessment	Made-in-China.com		
Audit Type	<input type="checkbox"/> Initial Audit <input checked="" type="checkbox"/> Re-audit		
Audit Date	18 Apr.,2018	Verify Report	<a href="http://www.sgs.com/ecv">www.sgs.com/ecv</a>
Auditor	Shihui Tan	Reviewed by	Simon Wang

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## Part A: General Information

### Section 1: Company Overview

1.1 Legal Validity			
Does the company have a valid business license?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Others	Registration Number	914403005598914657
Year of established	17 Aug.,2010	Valid Date	17 Aug.,2020
Registered address	No.1, 6/F, Building C1, No. 11, North Area, Shangxue Science and Technology Industrial Park, Xuexiang Community, Bantian Street, Longgang District, Shenzhen City, Guangdong Province, China.		
Actual address	6/F, No. 11, North Area, Shangxue Science and Technology Industrial Park, Xuexiang Community, Bantian Street, Longgang District, Shenzhen City, Guangdong Province, China.		
Does the company in abnormal operation status list of industrial and commercial bureau?	No		
Registered capital	1000000 RMB		
Name of legal representative	Mr. Guoming Yang		
Business scope	The research and development, sales and technical consultation of mechanical and electronic products, electronic products, domestic trade; information consultation (excluding talent intermediaries and other restrictive projects); import and export business (except the laws, administrative regulations, items which the State Council has decided to prohibit, and the restricted projects must be permitted to operate). the production and processing of mechanical and electrical products and electronic products.		
1.2 Basic Information			
Contact person	Ms. Sindy Lee		
Phone number	0086-15814056680, 0086-755-89202820	Fax number	0086-755-89202819
URL/Web address	<a href="http://www.vicam.cn">http://www.vicam.cn</a>		
Company type	<input checked="" type="checkbox"/> Manufacturer <input type="checkbox"/> Trading Company <input type="checkbox"/> Combined <input type="checkbox"/> Group Corporation		
Type of ownership	<input checked="" type="checkbox"/> Limited Company <input type="checkbox"/> Public Company <input type="checkbox"/> Foreign joint venture <input type="checkbox"/> State-Owned <input type="checkbox"/> Private Owner <input type="checkbox"/> Wholly foreign-owned enterprises		
Associated company	Nil		
Products manufactured / sold scope	Pipeline Inspection Camera, Pipe & Wall Inspection Camera, CCTV Pipe Inspection Camera, Sewer Pipe Inspection Camera, Pipeline Inspection Camera With DVR.		
1.3 Company Building Information			
According to:			
<input type="checkbox"/> Land certificate <input type="checkbox"/> Real estate certificate <input checked="" type="checkbox"/> Lease agreement <input type="checkbox"/> Observation Estimated on site			
The company area 750 square meters			
The land occupies Confidential square meters.			
The offices occupy 150 square meters.			
The workshops occupy 600 square meters.			



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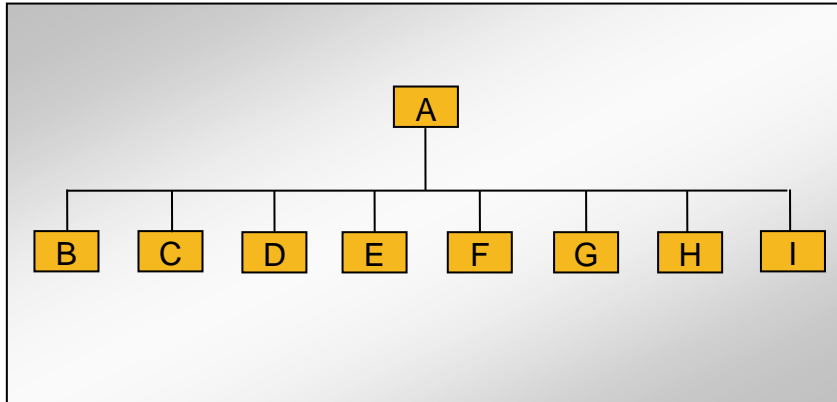
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## Section 2: Human Resources

### 2.1 Company Chart



### 2.2 Explanation of Code and Employee Details

Code	Department	Number of employees
A	General Manager	1
B	Admin. Dept.	1
C	Fin. Dept.	2
D	Sales Dept.	5
E	QC Dept.	2
F	Design Dept.	6
G	Purchase Dept.	1
H	Production Dept.	8
I	Warehouse Dept.	1
<b>Number in total:</b>		27

### 2.3 Key Staff

Title	Full name	Education	Working experience for this trade / total experience
General Manager	Mr. Jason Yang	Master	14/34 Years
Sales	Ms. Sindy Lee	University	8/8 Years

Remark: Above information of key staff was based on interview with company representative.



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## Part B: Foreign Trade Capacity

### Section 1: Export Overall Situation

1.1 Export Overall Situation	
Does the company have a valid Import and Export license?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The import and export enterprise code.	4403559891465
The number of foreign trading staff with relevant trading experience.	<input type="checkbox"/> within 1 year staff <input checked="" type="checkbox"/> 1-5 years 3 staffs <input checked="" type="checkbox"/> 6-10 years 2 staffs <input type="checkbox"/> over 10 years staff Total 5 staffs
The language freely used by foreign trade staff	<input checked="" type="checkbox"/> English <input type="checkbox"/> others:
Annual revenue of previous year	4652598.55 RMB
Annual export revenue of previous year	Confidential
Estimated export revenue for this year.	Confidential
Overseas agent / branch	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Nearest port	Shenzhen Port
Acceptable quotation terms	<input checked="" type="checkbox"/> FOB <input type="checkbox"/> CIF <input type="checkbox"/> CFR
Acceptable payment terms	<input type="checkbox"/> LC <input checked="" type="checkbox"/> T/T <input type="checkbox"/> D/P <input type="checkbox"/> PayPal <input type="checkbox"/> Western Union <input type="checkbox"/> Small-amount payment
Average lead time (Peak Season)	<input checked="" type="checkbox"/> within 15 workday <input type="checkbox"/> one month <input type="checkbox"/> 2-3 months <input type="checkbox"/> 4-6 months <input type="checkbox"/> 6-12 months <input type="checkbox"/> more time
Average lead time (Off Season)	<input checked="" type="checkbox"/> within 15 workday <input type="checkbox"/> one month <input type="checkbox"/> 2-3 months <input type="checkbox"/> 4-6 months <input type="checkbox"/> 6-12 months <input type="checkbox"/> more time

### Section 2: Export Business Capacity

2.1 Market Distribution (please list top three areas)		
Market	Main Product	Main client
<input checked="" type="checkbox"/> North America	Pipeline Inspection Camera, Pipe & Wall Inspection Camera, CCTV Pipe Inspection Camera, Sewer Pipe Inspection Camera, Pipeline Inspection Camera With DVR.	Confidential
<input type="checkbox"/> South America		
<input checked="" type="checkbox"/> Europe	Pipeline Inspection Camera, Pipe & Wall Inspection Camera, CCTV Pipe Inspection Camera, Sewer Pipe Inspection Camera, Pipeline Inspection Camera With DVR.	Confidential
<input checked="" type="checkbox"/> Southeast Asia/ Mideast	Pipeline Inspection Camera, Pipe & Wall Inspection Camera, CCTV Pipe Inspection Camera, Sewer Pipe Inspection Camera, Pipeline Inspection Camera With DVR.	Confidential
<input type="checkbox"/> Africa		
<input type="checkbox"/> East Asia (Japan/ South Korea)		
<input type="checkbox"/> Australia		
<input type="checkbox"/> Domestic		
<input type="checkbox"/> Others		



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### Section 3: Supplier Management

3.1 Supplier Management		
Item	Content	Observations /Comments
1	Does the company establish and implement an effective suppliers' assessment procedure?	<input type="checkbox"/> Have the written procedures and followed records <input checked="" type="checkbox"/> Have the written procedures but no records <input type="checkbox"/> Have relevant records without written procedure <input type="checkbox"/> No written procedures or followed records <input type="checkbox"/> Other
2	Does the company have an updated list of approved suppliers?	<input type="checkbox"/> The approved suppliers list was updated in _____ <input type="checkbox"/> Have the written suppliers without approved signature or date. <input checked="" type="checkbox"/> Provided some suppliers names <input type="checkbox"/> No approved suppliers list <input type="checkbox"/> Other

### Section 4: After-sales Service Capacity

4.1 After-sales Service Capacity		
Item	Content	Observations /Comments
1	Is there a procedure to conduct random product inspection after final packaging in place?	<input checked="" type="checkbox"/> Have clear standards and written inspection records <input type="checkbox"/> No written standards but had inspection reports <input type="checkbox"/> Have the procedures but no inspection records <input type="checkbox"/> It's not necessary to carry out the inspection <input type="checkbox"/> Other
2	Is there a clear procedure for handling customer complaints?	<input checked="" type="checkbox"/> Has the clear procedure and followed records <input type="checkbox"/> Has the procedure but no written records. <input type="checkbox"/> No written procedures or records. <input type="checkbox"/> Other
3	Can the finished/packaged product be traced by lot identification to the appropriate raw materials test reports?	<input type="checkbox"/> Have the procedures to trace the raw materials. <input type="checkbox"/> Can trace main materials <input checked="" type="checkbox"/> Can trace production date. <input type="checkbox"/> Can't trace products <input type="checkbox"/> Other
4	Are corrective & preventive actions mechanism established and implemented effectively (including the suppliers/ sub-contractors control, incoming inspection, process control, final inspection and customer complaint)?	<input checked="" type="checkbox"/> Has the clear procedure and followed records <input type="checkbox"/> Has the procedure but no written records. <input type="checkbox"/> No written procedures or records. <input type="checkbox"/> Other



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## Part C: Product Research & Development Capacity

1.1 Product Research & Development Capacity	
The amount of R&D and relevant working experience.	<input type="checkbox"/> within 1 year staff <input checked="" type="checkbox"/> 6-10 years 3 staffs <input checked="" type="checkbox"/> 1-5 years 3 staffs <input type="checkbox"/> over 10 years staff Total 6 engineers
What is the main job responsibility for R&D engineers?	Products R & D
Is there any relevant design input, output, review, verification and validation documentation available for auditor to review?	YES
Is there any special software or instrument used by the R&D staffs during the design process of new products? If yes, please list the main software or instrument.	YES; CAD, Pro-E
Does the company have an effective design change control procedure in place?	YES
Please list the patent certificates and qualification license.	patent certificates: ZL 2016 3 0326743.8



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## Part D: Management System and Product Certification

1.1 Management System and Product Certification	
Management system certification	<input type="checkbox"/> ISO9001:2008 certificate <input type="checkbox"/> ISO14001:2004 certificate <input type="checkbox"/> OHSAS18001:2007 certificate <input type="checkbox"/> TS16949 <input type="checkbox"/> SA8000 <input type="checkbox"/> Others <input checked="" type="checkbox"/> NIL
Product certification	<input checked="" type="checkbox"/> CE Certificate Name:CE NO.: BSTDG1607694310001EC-1 Product Name: PIPE INSPECTION SYSTEM Model: GT-Cam23 Standard: EN 55022:2010/AC:2011, EN 61000-3-2:2014, EN 61000-3-3:2013, EN 55024:2010 Issued by: Shenzhen BST Technology Co., Ltd. Issue Date: 06 Jul.,2016  <input type="checkbox"/> UL <input type="checkbox"/> CCC  <input checked="" type="checkbox"/> RoHS Certificate Name:RoHS NO.: BSTDG1511442441RC-4 Product Name: DEEP WATER INSPECTION CAMERA Model: V10-BCS Standard: EPA3050B:1996, EN 1122B:2001, EPS3052:1996, EPA3060A:1996, EPA7196A:1992, EPA3540C:1996, EPA8270D:2007, IEC62321:2008 Issued by: Shenzhen BST Technology Co., Ltd. Issue Date: 07 Dec.,2015  <input type="checkbox"/> FCC <input type="checkbox"/> Others <input type="checkbox"/> NIL
Test reports for raw materials	<input type="checkbox"/> RoHS <input type="checkbox"/> Reach <input type="checkbox"/> Others <input checked="" type="checkbox"/> NIL



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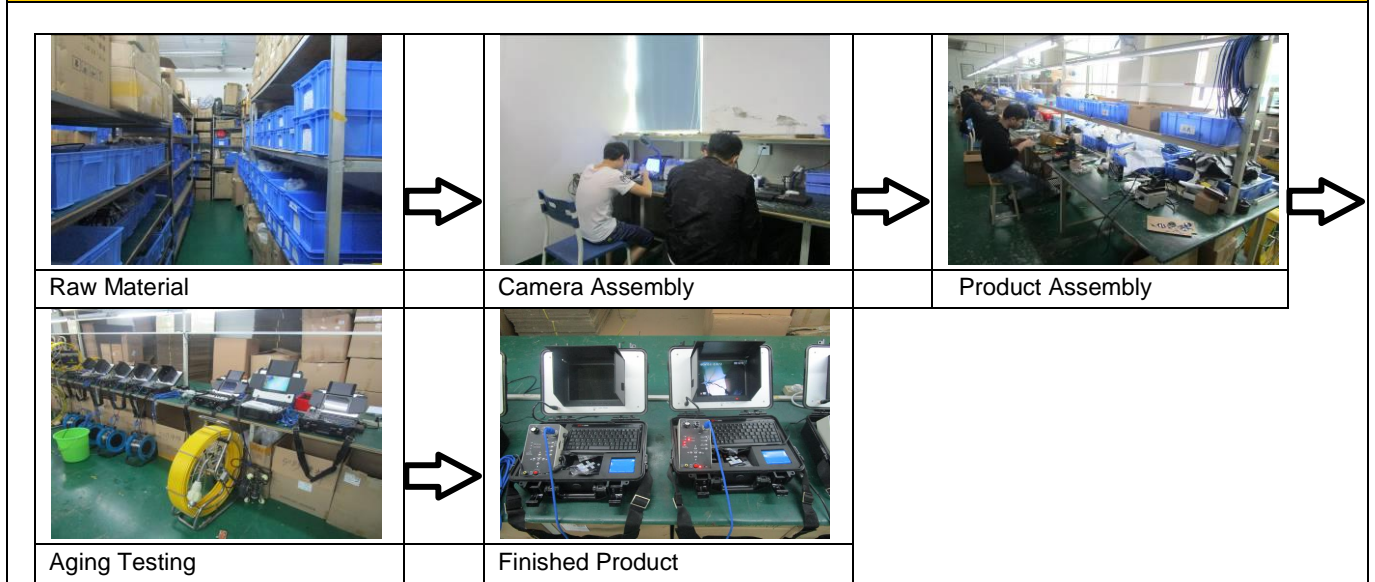
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## Part E: Production Capacity & Quality Control

### Section 1: Production Capacity

#### 1.1 Production Workflow Chart



#### 1.2 Products Situation (Top three Product Categories)

Product	Price range	Min. order quantity	Top monthly output	Average monthly output	Total in 2017
Pipeline Inspection Camera	USD 700-1500	1set	232sets	208sets	2500sets

#### 1.3 Main Facilities

Picture	Facility name	Brand or Country/Region of origin	Target Value/machine*day	Quantity
	Reflow Soldering Machine	P-962D	Confidential	1set
	Laser Marking Machine	Chengchi	Confidential	1set

## Section 2: Production Process Control

2.1 Production Process Control		
Item	Content	Observations /Comments
1	Product R&D capacity	<input checked="" type="checkbox"/> Own brand <input checked="" type="checkbox"/> ODM <input checked="" type="checkbox"/> OEM
2	Are the environmental conditions, such as tidiness and cleanliness being controlled and suitable for the operation performed?	<input type="checkbox"/> Very tidy <input checked="" type="checkbox"/> Normal <input type="checkbox"/> Need to improve <input type="checkbox"/> Very poor
3	Are the necessary items /documents provided at appropriate location and under control?	<input checked="" type="checkbox"/> Work Instructions /procedures <input type="checkbox"/> Workmanship standard /acceptance <input type="checkbox"/> Golden sample /Approval sample <input type="checkbox"/> Product picture <input type="checkbox"/> Verbal by workshop director
4	Are written instructions available for incoming material inspections /testing? Is the relevant record maintained?	<input checked="" type="checkbox"/> Has instructions and uniformly followed <input type="checkbox"/> Has instruction but no written records <input type="checkbox"/> Materials checked by storage staff
5	Are written inspections /testing instructions available for finished products? Is the relevant record maintained?	<input checked="" type="checkbox"/> Have instructions and uniformly followed <input type="checkbox"/> Have instruction but no written records <input type="checkbox"/> Finished product checked by packing staff
6	What type of inspection is used for finished products?	<input type="checkbox"/> Random inspection <input type="checkbox"/> Visual inspection <input type="checkbox"/> Function inspection <input checked="" type="checkbox"/> 100% inspection <input checked="" type="checkbox"/> Visual inspection <input checked="" type="checkbox"/> Function inspection
7	Are non-conforming units clearly marked/ segregated to prevent accidental dispatch?	<input checked="" type="checkbox"/> Marked and segregated <input type="checkbox"/> Segregated but not marked clearly <input type="checkbox"/> Not found on site
8	How are the non-conforming units handled?	<input checked="" type="checkbox"/> Repaired and re-inspection <input checked="" type="checkbox"/> Picked out <input type="checkbox"/> Used under control <input type="checkbox"/> Others



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## Part G: Working Environment

### Section 1: Working Environment

1.1 Welfare Benefits		
Item	Content	Observations /Comments
1	Does the company have effective procedures to verify the age of staff at the time of recruitment?	<input checked="" type="checkbox"/> Has written procedure and keeps adequate age documents of workers <input type="checkbox"/> Has written procedure but doesn't follow records <input type="checkbox"/> Hasn't written procedure or follows records
2	Do all workers sign employment contracts with the factory?	<input checked="" type="checkbox"/> All workers sign employment contracts <input type="checkbox"/> Some workers sign employment contracts <input type="checkbox"/> Only management staff sign employment contracts <input type="checkbox"/> No staff sign employment contracts
3	Is statutory contribution required for all employees' social insurance (e.g. health insurance, unemployment insurance, accident insurance etc.) paid for by the enterprise?	<input type="checkbox"/> All workers have social insurance. <input checked="" type="checkbox"/> Some workers have social insurance <input type="checkbox"/> Only management staffs have social insurance <input type="checkbox"/> No staff have social insurance
4	Does the company have a clear and effective policy on working hours, rest and vacations? If does, please list it.	<input checked="" type="checkbox"/> All staffs work kept to the policy <input type="checkbox"/> Most of the time it keeps to the policy except midseason. <input type="checkbox"/> Usually needs overtime. <input type="checkbox"/> No relevant records for working hours Describe the working hours: AM 8:00-12:00, PM 13:30-17:30
5	Does the company pay extra remunerations for all overtime work?	<input checked="" type="checkbox"/> For all overtime work. <input type="checkbox"/> For official holidays <input type="checkbox"/> For official holidays except weekend. <input type="checkbox"/> No extra remunerations for overtime.
6	Does the company have dormitories for staff? If yes, please describe the condition.	<input checked="" type="checkbox"/> Provide dormitories for all staff <input type="checkbox"/> Provide dormitories for workers <input type="checkbox"/> Provide dormitories for management staff <input type="checkbox"/> No dormitories were provided. Describe the condition: 4 person per room
1.2 Labor Protection		
Item	Content	Observations /Comments
1	Are there uniforms for all staff in company?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other
2	Is the emergency medical supplies enough and easily used in workshop?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other
3	Does the company arrange health and safety training for new workers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other
4	Do the workers have the appropriate protective equipment during operation in workshop? Such as gloves, masks.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other
5	Is there training needed and carried out for fire protection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other



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## Part J: Photos

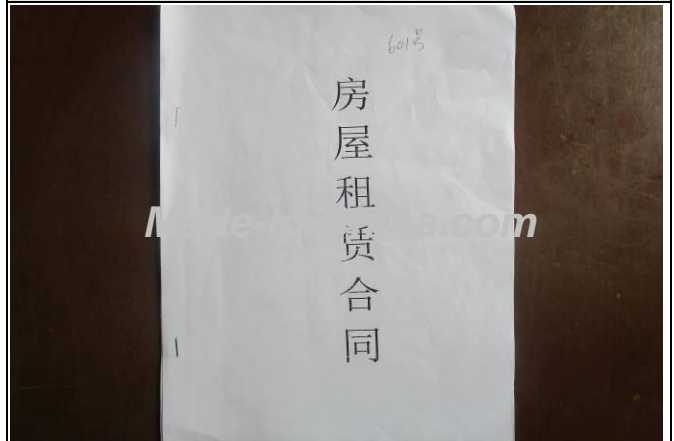
### Section 1: Photos of Documents

#### 1.1 Photos of Documents

Description: Business License



Description: Lease Agreement



Description: Export License



Description: CE Certificate



Description: Trademark Certificate



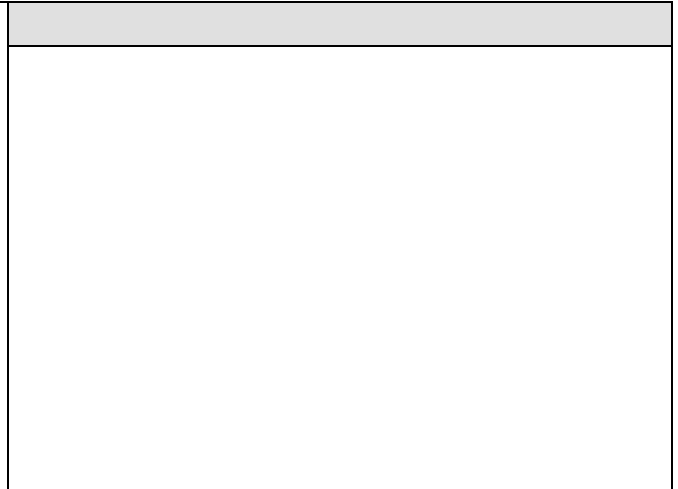
Description: Patent Certificate



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**Description: RoHS Certificate**



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## Section 2: Photos of Company

### 2.1 Photos of Company and Product Sample

Description: Reception



Description: Office



Description: Workshop



Description: Product Samples



Description: Product Samples



Description: Product Samples



-- End of the Report --



SGS-CTI Standards Technical Services Co., Ltd.  
Consumer and Home Textiles

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