Client: **WAL-MART STORES INC (Supplier Direct)**	Subcontractor of:
Factory: La Dauphine	Inspector Name: Cynthia Nhari
Country of Inspection: South Africa	Date Sent: Monday, January 19, 2015
Country Risk Rating:	Supplier ID:
Type: Initial Audit	Manufacturer ID (factory): 307191

Grading Summary

	Total # of points in compliance	Total # of points	Percentage Compliant
Personnel Security	12	13	92%
Threat Awareness	6	6	100%
Physical Access Controls	18	19	95%
Physical Security	28	28	100%
Container / Trailer Security	28	28	100%
Procedural Security	15	18	83%
Information Security	11	11	100%
Contractor Security	5	5	100%

Score: 96

0 to 70	71 to 87	88 to 100
High Risk	Medium Risk	Low Risk

Critical Concerns

Physical Security

No Concerns

N/A

Container / Trailer Security

No Concerns

N/A

Procedural Security

 # 71 The facility does not have a written procedure to ensure that data used to create cargo documents and manifests are accurate, legible, complete, and protected against tampering or loss.

- The facility has a written procedure to ensure that data used to create cargo documents and manifests is accurate, legible, complete, and protected against tampering or loss.
- Cargo shipping documents are kept in secure location to prevent tampering.

Information Security

No Concerns

N/A

Contractor Security

No Concerns

N/A

Non-Critical Concerns

Personnel Security

 # 3 All permanent or temporary employee applicants are not required to complete a written employment application before being considered for employment.

- Facility must require every prospective employee to complete an employment application prior to hiring.

Threat Awareness

No Concerns

N/A

Physical Access Controls

 # 24 The facility does not have a written procedure that requires a visitor and a pick-up/delivery driver to show photo identification before entry is permitted.

- The facility must have a written procedure requiring security staff or a receptionist to verify the photo identification of a visitor.

Non-Critical Concerns

Physical Security

No Concerns

N/A

Container / Trailer Security

No Concerns

N/A

Information Security

No Concerns

N/A

Contractor Security

No Concerns

N/A

Client Profile

Client contact:	Email:
Phone:	Fax:

Facility Profile

Facility: La Dauphine Address: La Dauphine, Mooigezicht Estates, De Doorns, Western Cape Cape Town South Africa	Contact(s) **Deon Meissenheimer** **nomfuneko_nomzaza@capespan.co.za**
Inspection Number: 257409	
Primary office or parent company address (if different from above):	Voettrekker Road De Droons
Name of the company from which facility receives orders to produce client goods:	Cape Span
Name of the company that pays this facility for production of client goods:	Cape Span
Length of time producing for client (from year of first order):	7 years
Name and title of person in charge of security program at this facility:	Leon Meissenheimer
Previous security inspection:	☐ Yes ☑ No
Date of prior security inspection:	N/A
Grade of prior security inspection:	N/A

Audit Profile

Inspection team:	Cynthia Nhari
Date:	Thursday, January 15, 2015
Time In / Time out:	8:00-13:40
The audit is:	☑ Scheduled Appointment ☐ Unannounced
Was the facility prepared for the inspection?	☑ Yes ☐ No

If 'No', what was the impact on the inspection:

Service Providers

* Concerns in Red

Land Carriers (Trucking) Profile

How does the facility ship goods to the client (from this location)?	☑ Full container load (FCL) ☐ Less than container load (LCL) ☐ Both
Which party is responsible for arranging the transportation of goods from the factory to the consolidator or port? Auditor Comments: Cape span is responsible for arranging the transportation of goods from the packhouse to the port	☐ The client ☐ The factory ☑ The vendor ☐ Other
After the goods leave the factory, where do they go? Auditor Comments: The goods go to the cooling facility HEXIKOOL	☐ The consolidator ☐ The port/airport ☑ Other
Does the facility utilize specific Land Carrier companies? Auditor Comments: The facility has their own trucks	No
How many land carriers (trucking companies) does the facility use to transport goods to the next point (i.e. to the consolidators or port of export)?	
Land carrier facility name	
Physical Address	
Country	
Phone	
Fax	
Contact Name	
Land Carrier Facility Name	
Physical Address	
Country	

Land Carriers (Trucking) Profile

Phone	
Fax	
Contact Name	

Freight Forwarders/ Consolidators

Does the facility contract specific Freight Forwarder / Consolidator companies?	Yes
How many Freight Forwarders or Consolidators does the facility use for goods? (I) (D)	Cape Span
Freight forwarder facility name	Cape Span
Physical Address	Parc Du Cap Building 1 Misspel Road 7535
Country	South Africa
Phone	021 917 2600
Fax	021 917 2600
Contact Name	Momfuneko
Freight Forwarder Facility Name	N/A
Physical Address	N/A
Country	N/A
Phone	N/A
Fax	N/A
Contact Name	N/A

Personnel Security

1	**Critical: Does the facility have a written Employee Security Policy, which includes procedures for hiring, employment application and employee documentation, and screening of new employees?**	☐ NA ☐ No ☐ Partial ☑ Yes
2	Does the facility have a written policy to require that the Employee Security Policy is reviewed every 12 months to determine if updates are necessary?	☐ NA ☐ No ☐ Partial ☑ Yes
3	Does every permanent or temporary employee applicant complete a written employment application before being considered for employment? All permanent or temporary employee applicants are not required to complete a written employment application before being considered for employment.	☐ NA ☑ No ☐ Partial ☐ Yes
4	Does the facility have a written procedure to conduct a background check for an applicant applying to work in a sensitive position or a current employee working in a sensitive position?	☐ NA ☐ No ☐ Partial ☑ Yes
5	**Critical: Is the applicant's photo ID card reviewed during the application process?**	☐ NA ☐ No ☐ Partial ☑ Yes
6	Is a personnel file maintained for each employee?	☐ NA ☐ No ☐ Partial ☑ Yes
7	Does the facility have a written policy to issue a photo identification card or an access card to each employee for access to the facility?	☐ NA ☐ No ☐ Partial ☑ Yes

Personnel Security

8	Does the facility have a written procedure that requires review of the background check document every 12 months for an employee working in a sensitive position?	☐ NA ☐ No ☐ Partial ☑ Yes
9	Does the facility have a written Employee Termination policy to remove the identification badge, facility access, and system access for an employee who is terminated or resigns?	☐ NA ☐ No ☐ Partial ☑ Yes

Threat Awareness

10	Does the facility have a written Threat Awareness Program to train employees about the security threat at each segment of the supply chain?	☐ NA ☐ No ☐ Partial ☑ Yes
11	Does the Threat Awareness Program train employees on how to report a security situation or incident?	☐ NA ☐ No ☐ Partial ☑ Yes
12	Does the Threat Awareness Program provide specific job related training to shipping and receiving employees?	☐ NA ☐ No ☐ Partial ☑ Yes
13	Is the Threat Awareness Training provided during new hire orientation and then every 12 months as refresher training to all employees?	☐ NA ☐ No ☐ Partial ☑ Yes
14	Are employees who report suspicious activity and security violations given some form of encouragement? Auditor Comments: The facility uses a incentive system	☐ NA ☐ No ☐ Partial ☑ Yes

Threat Awareness

15	Are Threat Awareness Program security procedures publicized in common areas of the facility?	☐ NA ☐ No ☐ Partial ☑ Yes

Physical Access Controls

16	Does the facility have a written policy to ensure that only authorized employees are permitted access to sensitive or restricted areas?	☐ NA ☐ No ☐ Partial ☑ Yes
17	Does facility management review and update employee lists that authorize access to sensitive and restricted work areas?	☐ NA ☐ No ☐ Partial ☑ Yes
18	Is there a security guard or designated facility managers or supervisors designated to monitor access to the facility?	☐ NA ☐ No ☐ Partial ☑ Yes
19	Does the facility periodically perform an inspection of an existing perimeter fence or wall to check for damage, attempted illegal access, and needed repairs?	☐ NA ☐ No ☐ Partial ☑ Yes
20	Does the facility have a written procedure requiring employees to immediately report any security incident to facility management?	☐ NA ☐ No ☐ Partial ☑ Yes
21	Does the facility have a written policy and procedures to deny access of employees who either resign or are terminated?	☐ NA ☐ No ☐ Partial ☑ Yes
22	Is additional security monitoring applied for a building or structure that adjoins the facility that could enable unauthorized entry?	☑ NA ☐ No ☐ Partial ☐ Yes

Physical Access Controls

23	**Critical: Does the facility use Closed Circuit Television (CCTV) or another surveillance method to monitor activity in sensitive areas within the facility such as receiving, shipping, final packing, main offices, the lobby, and the computer server/systems room?** Auditor Comments: The facility has a surveillance team that monitors activity at the facility .	☐ NA ☐ No ☐ Partial ☑ Yes
24	Does the facility have a written procedure that requires a visitor and a pick-up/delivery driver to show photo identification before entry is permitted? The facility does not have a written procedure that requires a visitor and a pick-up/delivery driver to show photo identification before entry is permitted.	☐ NA ☑ No ☐ Partial ☐ Yes
25	Does the facility have a policy to issue a serial numbered visitor badge to each visitor and maintain a Visitors Log?	☐ NA ☐ No ☐ Partial ☑ Yes
26	Does the facility have a written policy that all visitors are escorted while at the facility?	☐ NA ☐ No ☐ Partial ☑ Yes
27	**Critical: Does the facility have a written policy that requires a control log maintained for any pick-up or delivery truck arrival & departure including the driver's name, driver?s license number, truck license number, reason for visit, & log is kept for 30 days?**	☐ NA ☐ No ☐ Partial ☑ Yes
28	**Critical: Does the facility have a written policy indicating that employees are not permitted to bring personal items into the final packing and shipping areas?**	☐ NA ☐ No ☐ Partial ☑ Yes

Physical Security

29	Has the facility appointed in writing a company official responsible for facility, employee, and transportation security?	☐ NA ☐ No ☐ Partial ☑ Yes
30	**Critical: Does the facility have a written policy that requires all security procedures are documented as either a policy or procedure?**	☐ NA ☐ No ☐ Partial ☑ Yes
31	**Critical: Are the facility security policies reviewed every 12 months and updated when necessary?**	☐ NA ☐ No ☐ Partial ☑ Yes
32	Is a security assessment of the facility site conducted to identify weaknesses at least every 12 months? Are the weaknesses identified, recorded in a log, and corrected in a timely manner?	☐ NA ☐ No ☐ Partial ☑ Yes
33	Does the facility restrict access to cargo handling and storage areas?	☐ NA ☐ No ☐ Partial ☑ Yes
34	Are facility access gates, exterior doors, and windows secured with locking devices?	☐ NA ☐ No ☐ Partial ☑ Yes
35	Does the facility have an intrusion detection system or a security surveillance method for sensitive/controlled access areas?	☐ NA ☐ No ☐ Partial ☑ Yes
36	**Critical: Does the facility have a written Access Control Program that establishes responsibility to maintain control of all locks, keys and access cards?**	☐ NA ☐ No ☐ Partial ☑ Yes

Supply Chain Security

* Concerns in Red

Physical Security

37	Does the facility Access Control Program include a control log that accounts for all keys/access cards not issued or are issued and not returned?	☐ NA ☐ No ☐ Partial ☑ Yes
38	Does the Access Control Program include an inventory process to account for all keys/access cards?	☐ NA ☐ No ☐ Partial ☑ Yes
39	Are lost keys/access cards reported immediately to the facility Security Manager?	☐ NA ☐ No ☐ Partial ☑ Yes
40	Are the facility?s buildings constructed of materials that resist unlawful entry?	☐ NA ☐ No ☐ Partial ☑ Yes
41	Does the facility have a documented process to inspect buildings for security and maintenance issues each month and to make necessary repairs?	☐ NA ☐ No ☐ Partial ☑ Yes
42	Is the facility perimeter secured with a fence or wall or patrolled by security guards/facility management or supervisors, to deter unauthorized access?	☐ NA ☐ No ☐ Partial ☑ Yes
43	Does facility management, the security manager, or designated security employees conduct meetings to review security alerts and discuss how to improve facility security?	☐ NA ☐ No ☐ Partial ☑ Yes
44	Is there radio or phone communication between the central security office and any guard posts?	☐ NA ☐ No ☐ Partial ☑ Yes

Physical Security

45	During darkness, the facility perimeter fence/wall is well illuminated? Exception for food pack houses (regardless of risk rating of country): If the facility does not have a permanent structure then mark this question as N/A.	☐ NA ☐ No ☐ Partial ☑ Yes
46	Is access to outside lighting switches or controls restricted to only authorized employees or the security guard supervisor?	☐ NA ☐ No ☐ Partial ☑ Yes
47	Does facility management have direct communication to local law enforcement authorities?	☐ NA ☐ No ☐ Partial ☑ Yes
48	Are visitor and employee personal vehicles prohibited from parking near a cargo handling area, a cargo storage area, or near cargo vehicles?	☐ NA ☐ No ☐ Partial ☑ Yes
49	Are only facility management and a designated security guard supervisor permitted to have keys or other controls necessary to open/close facility gates?	☐ NA ☐ No ☐ Partial ☑ Yes
50	Are the facility?s gates monitored by security guards and/or closed circuit television (CCTV)?	☐ NA ☐ No ☐ Partial ☑ Yes

Container / Trailer Security

51	When the facility uses a contracted consolidator to load containers or trailers, is there a written contract requiring security standards for employee hiring, perimeter security, cargo holding area security, loading dock security?	☑ NA ☐ No ☐ Partial ☐ Yes

Container / Trailer Security

52	**Critical: Does the gate security or a designated facility manager perform a container or trailer inbound inspection?**	☐ NA ☐ No ☐ Partial ☑ Yes
53	Does the gate security or a designated facility manager perform a truck outbound inspection and the results are recorded in an Outbound Vehicle Log	☐ NA ☐ No ☐ Partial ☑ Yes
54	Outbound container or trailer incidents involving a seal number discrepancy or a broken security seal are reported to facility management? Auditor Comments: The facility does not put any seals on the trailers	☑ NA ☐ No ☐ Partial ☐ Yes
55	When a seal discrepancy is discovered, does facility management or security examine the container or trailer contents for illegal cargo? Auditor Comments: The facility does not put any seals on the trailers	☑ NA ☐ No ☐ Partial ☐ Yes
56	Are empty and loaded containers or trailers kept in a secure area at the facility?	☑ NA ☐ No ☐ Partial ☐ Yes
57	When stored at the facility, is an empty and loaded container or trailer secured with a lock or high security seal? Auditor Comments: The facility does not put any seals on the trailers	☑ NA ☐ No ☐ Partial ☐ Yes
58	Is a stored container or trailer that has potentially been tampered with reported to a security supervisor or facility management?	☑ NA ☐ No ☐ Partial ☐ Yes

Container / Trailer Security

59	Is container or trailer loading supervised by either a security guard or a designated member of management to prevent introduction of non-manifested cargo?	☐ NA ☐ No ☐ Partial ☑ Yes
60	When CCTV is used to capture container/trailer loading, is the recording kept for a minimum of 30 days?	☑ NA ☐ No ☐ Partial ☐ Yes
61	**Critical: Prior to loading is the container or trailer integrity and security verified by performing a 7-point inspection?**	☐ NA ☐ No ☐ Partial ☑ Yes
62	Is a record of the container or trailer 7-point security inspection maintained at the facility for at least 45 days?	☑ NA ☐ No ☐ Partial ☐ Yes
63	**Critical: Does the facility place an ISO 17712 High Security Seal on a container or trailer immediately after loading is completed?** The facility does not place an ISO 17712 High Security Seal on containers or trailers immediately after loading is completed. Auditor Comments: The facility does not put any seals on the trailers	☑ NA ☐ No ☐ Partial ☐ Yes
64	**Critical: Does the facility have a process to ensure only authorized management and the shipping supervisor has access to high security seals?** The facility does not have a process to ensure only authorized management and the shipping supervisor has access to high security seals.	☑ NA ☐ No ☐ Partial ☐ Yes
65	Does the facility have a method to ensure that unused security seals are kept securely?	☑ NA ☐ No ☐ Partial ☐ Yes
66	Does the facility have a written procedure for affixing, recording, and tracking high security seal use?	☑ NA ☐ No ☐ Partial ☐ Yes

Supply Chain Security

* Concerns in Red

Container / Trailer Security

67	Does the facility maintain a Seal Control Log for six months?	☑ NA ☐ No ☐ Partial ☐ Yes
68	**Critical: Does the shipping supervisor or an authorized employee verify that the transportation documents are complete and accurate?**	☐ NA ☐ No ☐ Partial ☑ Yes

Procedural Security

69	**Critical: Does the facility use security methods to prevent tampering with goods during final packaging?**	☐ NA ☐ No ☐ Partial ☑ Yes
70	**Critical: Does the facility have a process to screen arriving packages and mail prior to distribution?**	☐ NA ☐ No ☐ Partial ☑ Yes
71	**Critical: Does the facility have a written procedure to ensure that data used to create cargo documents and manifests are accurate, legible, complete, and protected against tampering or loss?** The facility does not have a written procedure to ensure that data used to create cargo documents and manifests are accurate, legible, complete, and protected against tampering or loss.	☐ NA ☑ No ☐ Partial ☐ Yes
72	Does the facility?s shipping department maintain a record of each shipment made?	☐ NA ☐ No ☐ Partial ☑ Yes
73	Does the facility conduct a review of shipment information and documentation controls to verify accuracy and security?	☐ NA ☐ No ☐ Partial ☑ Yes
74	Does the facility have a process to ensure that international and domestic cargo shipments are kept separate in the shipping area?	☐ NA ☐ No ☐ Partial ☑ Yes

Procedural Security

75	Does the facility require employees to report anything unusual found in a shipment or shipment documents?	☐ NA ☐ No ☐ Partial ☑ Yes
76	Do employees use a method to count outbound cartons to identify an overage or shortage?	☐ NA ☐ No ☐ Partial ☑ Yes
77	Does the facility have a process to ensure shipping cartons are properly labeled with item description and carton weight before loading or shipping?	☐ NA ☐ No ☐ Partial ☑ Yes
78	Prior to selecting a highway transit carrier does the facility consider company history, driver/employee hiring procedures, and existing transit security controls? Auditor Comments: The facility has its own trucks .	☑ NA ☐ No ☐ Partial ☐ Yes
79	Does the facility?s written agreement with their transport company indicate preferred transit route(s) for a driver, allowable transit time limit, designated rest/meal stop locations & a process for a driver to report container or trailer security issues?	☑ NA ☐ No ☐ Partial ☐ Yes
80	Does the facility conduct a security review of their transport company to ensure compliance with the contract?	☐ NA ☐ No ☐ Partial ☑ Yes

Information Security

81	**Critical: Does the facility have a written policy that designates which employees are permitted access to the information systems?**	☐ NA ☐ No ☐ Partial ☑ Yes

Information Security

82	Has the facility designated a system administrator responsible for establishing system users and their identity codes/user names?	☐ NA ☐ No ☐ Partial ☑ Yes
83	Are designated computer terminal users assigned a password and are required to change their passwords periodically?	☐ NA ☐ No ☐ Partial ☑ Yes
84	Does the systems administrator report a security incident to facility management?	☐ NA ☐ No ☐ Partial ☑ Yes
85	Does each computer terminal close and lock after a period of inactivity?	☐ NA ☐ No ☐ Partial ☑ Yes
86	Does the system administrator receive a report of invalid password attempts?	☐ NA ☐ No ☐ Partial ☑ Yes
87	Does the system administrator investigate reported incidents of attempted unauthorized system access or breach?	☐ NA ☐ No ☐ Partial ☑ Yes
88	Does the facility?s information system have an intrusion warning program such as anti-virus programs?	☐ NA ☐ No ☐ Partial ☑ Yes
89	Is the facility?s data saved on a back-up system that enables restoration in the event of significant data loss?	☐ NA ☐ No ☐ Partial ☑ Yes

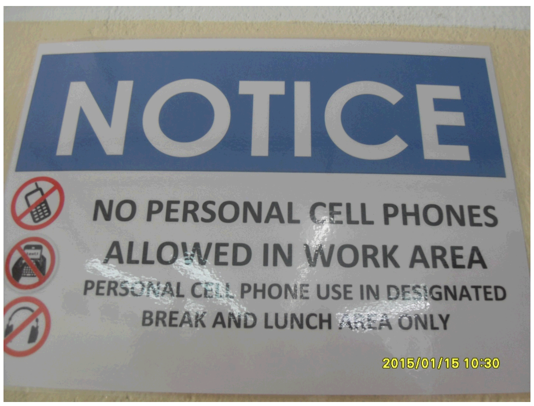
Contractor Security

90	**Critical: Does the facility have a written procedure regarding security vetting of service contractors who require routine or scheduled access to the facility?**	☐ NA ☐ No ☐ Partial ☑ Yes
91	Does the facility have a procedure that provides security standards for contractor employees who enter the premises?	☐ NA ☐ No ☐ Partial ☑ Yes
92	Does the facility require assigning an ID badge to a contractor?s employee that enters the premises?	☐ NA ☐ No ☐ Partial ☑ Yes

Pictures

Production area overview

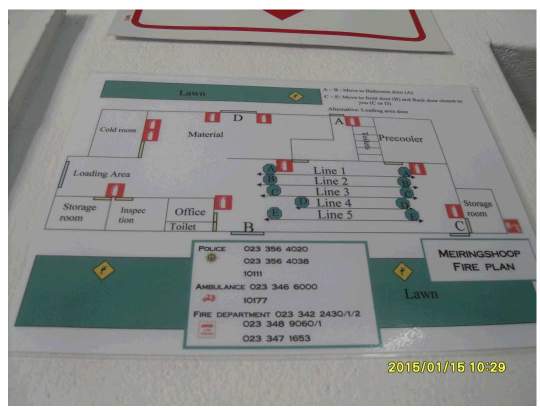
lockers



security notices

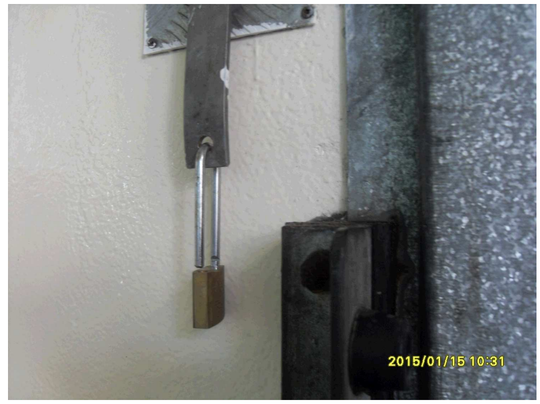
security rules

visitors bok



evcaution plot plan

security siganage about unauthroised access



kesy and locks

Emergency numbers

Sensitive areas marked

palletizing areas