



Assessment Report

Presented to

Factory of Guangzhou Sino Group Co., Ltd.

Assessed Company Relationship:	Self-owned
Company Address:	No. 608-609 6F Mingfeng Building, Tonghe Road, Baiyun District
City / Country:	Guangzhou, China
Consigner of Assessment:	Guangzhou Sino Group Co., Ltd.
Email:	sales@sinovinyl.com
Website Address (URL):	https://www.sinovinyl.com

Service Provided by Bureau Veritas Certification
Report No.: 18810795_P



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Assessor's Name:	Zijun Zeng	Validity Period:	05/Apr./2019 -- 04 /Apr./2020
Reviewed By:	Mark Wei	Online Verification:	www.bv-certification.com.cn

Important Notes:

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Report No:	18810795_P	Report date:	04/Apr./2019	Assessed By	Zijun Zeng
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Contents

Section 1: Company Overview .	5
1.1 Legal Validity .	5
1.2 Company Building Information .	5
Section 2: Human Resources .	6
2.1 Company Chart .	6
2.2 Employee Headcount.	6
2.3 Management .	6
Section 3: Production Capacity .	7
3.1 Annual Production Capacity (Previous Year).	7
3.2 Production Capacity .	7
3.3 Production Machinery. .	7
3.4 Testing Machinery .	7
3.5 Subcontractors. .	7
3.6 Average Sampling Time .	7
3.7 The Shortest Sampling Time .	7
Section 4: Quality Assurance .	8
4.1.1 Quality Management System Certification .	8
4.1.2 Product Certification .	8
4.2 Testing Report. .	8
4.3 Quality Control Management. .	8
4.3.5 Average Guarantee Time .	8
4.3.6 The Longest Guarantee Time .	8
4.4 Supplier Management .	8
4.5 After Sales Service .	9
Section 5: Production Process Management.	10
Section 6: R & D Capacity .	11
6.1 Current Situation .	11

6.2 R&D Real Case Description .	12
6.3 Design Process	13
6.4 Design Devices.	13
Section 7: Company Development / Expansion Plans	14
Section 8: Production Flow.	15
Section 9: Certification & Photos .	16
Section 10: Company and Product Samples	17
Section 11: Competitive Advantages	20
11.1 Product Group Capacity .	20
11.2 Real Case for Lower MOQ & Lead Time.	20
11.3 Real Case for Large Contract & Lead Time	20
11.4 Overseas After-sales Service Capacity.	20
11.5 After-sales Service Capacity .	20

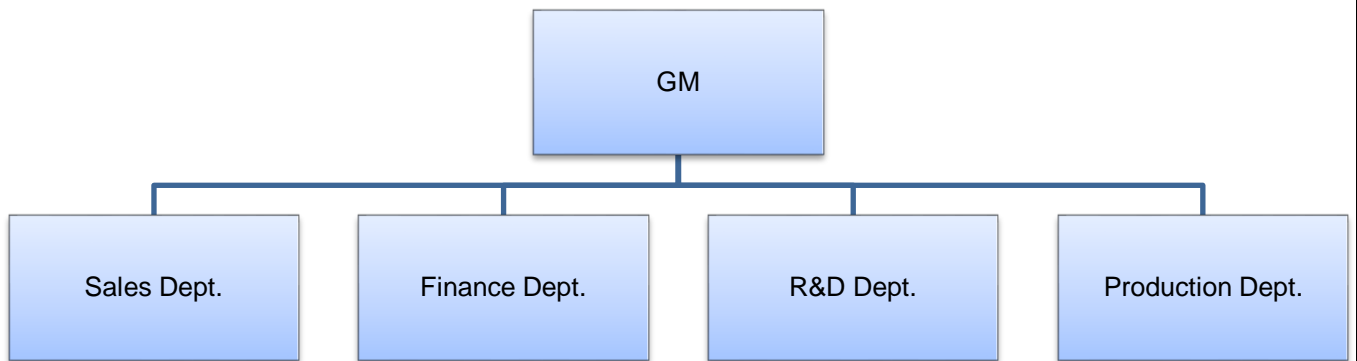
Section 1: Company Overview

Company Overview			
1.1 Legal Validity			
Does the company have a valid business license?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Business License Number:	Confidential
Year Established:	24/Mar./2014	Validity Period:	24/Mar./2014 -- 31/Dec./2049
Export Experience:	5 Years	Industry Experience:	5 Years
Registered Address:	Confidential		
Company Address:	Confidential		
Annual review conducted by the Industrial & Commercial Bureau?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Reviewed By:	Guangzhou Baiyun Industrial & Commercial Bureau
Registered Capital:	RMB 1,000,000		
Corporate Representative:	Confidential		
Industry:	Exterior Accessories, Advertising Equipment		
Business Type:	<input type="checkbox"/> Manufacturer <input type="checkbox"/> Trading Company <input checked="" type="checkbox"/> Manufacturer & Trading Company		
Type of Ownership:	<input checked="" type="checkbox"/> Private Owner <input type="checkbox"/> Public Company <input type="checkbox"/> Joint Venture <input type="checkbox"/> Stated Owned <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Other		
Products/Service:	Car Wrap Vinyl, Carbon Fiber Vinyl Film, Paint Protection Film, Cutting Vinyl, Self Adhesive Vinyl Sticker		
1.2 Company Building Information			
Certification Type: <input type="checkbox"/> Land Certification <input type="checkbox"/> Real Estate Certification <input type="checkbox"/> Lease Agreement <input checked="" type="checkbox"/> Factory Officer Claimed Total Building Size: <u>12,000 m²</u> Number of Building(s) : <u>5</u>			

Section 2: Human Resources

Human Resources

2.1 Company Chart



2.2 Employee Headcount

Department Name	Full Time Employee(s)	Part-Time Employee(s)	Total
GM	1	0	1
Sales Dept.	5	0	5
Finance Dept.	3	0	3
R&D Dept.	2	0	2
Production Dept.	49	0	49
Total Number:	60	0	60

2.3 Management

Department	Name	Title	Education	Year(s) in Current Company
Confidential	Confidential	Confidential	Confidential	Confidential

Section 3: Production Capacity

Production Capacity				
3.1 Annual Production Capacity (Previous Year)				
Confidential				
3.2 Production Capacity				
Product Name	Production Line Capacity		Actual Units Produced (Previous Year)	
Car Wrap Vinyl, Carbon Fiber Vinyl Film, Paint Protection Film, Cutting Vinyl, Self Adhesive Vinyl Sticker	USD 970,000 Per Month		Confidential	
3.3 Production Machinery				
Machine Name	Brand & Model No.	Quantity	Number of Year(s) Used	Condition
Film Coating Machine	No Information	3	3	Acceptable
Slitting Machine	Yongle	4	4	Acceptable
3.4 Testing Machinery				
Machine Name	Brand & Model No.	Quantity	Number of Year(s) Used	Condition
Yellowing Resistance Tester	No Information	1	3	Acceptable
Oven	KJ-2010	1	3	Acceptable
Electronic Tension & Pressure Testing Machine	KINSGEO	1	3	Acceptable
Retention Test Machine	KJ-6006	1	3	Acceptable
Initial Viscosity Testing Machine	No Information	1	3	Acceptable
3.5 Subcontractors				
Subcontractor Name	Product Subcontracted	Volume Supplied	Cooperation Period (Years)	
N/A	N/A	N/A	N/A	
3.6 Average Sampling Time				
Product Category		Lead Time		
Car Wrap Vinyl, Carbon Fiber Vinyl Film, Paint Protection Film, Cutting Vinyl, Self Adhesive Vinyl Sticker		3 Days		
3.7 The Shortest Sampling Time				
Product Category		Shortest Lead Time		
Car Wrap Vinyl, Carbon Fiber Vinyl Film, Paint Protection Film, Cutting Vinyl, Self Adhesive Vinyl Sticker		3 Days		

Section 4: Quality Assurance

Quality Assurance				
4.1.1 Quality Management System Certification				
Certification	Certified By	Certificate No.	Business Scope	Validity Date
N/A	N/A	N/A	N/A	N/A
4.1.2 Product Certification				
Certification	Certified By	Certificate No.	Product Name & Model No.	Validity Date
N/A	N/A	N/A	N/A	N/A
4.2 Testing Report				
Certification	Certified By	Certificate No.	Product Name & Model No.	Validity Date
N/A	N/A	N/A	N/A	N/A
4.3 Quality Control Management				
Item	Content	Observations /Comments		
4.3.1	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		
4.3.2	Do the QA/QC inspectors work independently from the production line?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
4.3.3	Who does the QC/QA Manager /Supervisor report to?	Confidential		
4.3.4	How many QA/QC inspectors in total?	1		
No. of Employees in Each Production Line:				
Production Line	Supervisor	No. of Operators	No. of In-line QC/QA	
Workshop	4	44	1	
4.3.5 Average Guarantee Time				
Product Category		Guarantee Time		
N/A		N/A		
4.3.6 The Longest Guarantee Time				
Product Category		Guarantee Time		
N/A		N/A		
4.4 Supplier Management				
Item	Content	Observations /Comments		
4.4.1	Does the company have a supplier assessment procedure?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

4.4.2	Does the company have an updated list of approved suppliers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4.4.3	Has the company established and implemented a standard procedure for purchasing contract review and approval?	<input type="checkbox"/> Yes, with written standard procedures <input checked="" type="checkbox"/> Yes, with written procedure but lack of consistent standard <input type="checkbox"/> No
4.4.4	Does the company keep its supplier assessment reports?	<input type="checkbox"/> Yes, assessment reports are available for more than 3 years <input type="checkbox"/> Yes, assessment reports are available for the last 1-3 years <input type="checkbox"/> Yes, assessment reports are available for the previous 12 months <input checked="" type="checkbox"/> No
4.4.5	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
4.4.6	Is there a procedure to conduct random product inspections after final packaging?	<input 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 checked="" type="checkbox"/> No, inspections are not necessary

4.5 After Sales Service

Item	Content	Observations /Comments
4.5.1	Is customer feedback, including complaints, clearly recorded and maintained?	<input type="checkbox"/> Yes, with a standard feedback form and records <input type="checkbox"/> Yes, with a standard feedback form but no records <input checked="" type="checkbox"/> Yes, with records but no standard feedback form <input type="checkbox"/> No
4.5.2	Are there any clear procedures for handling customer complaints?	<input type="checkbox"/> Yes, with clear procedures and written records <input type="checkbox"/> Yes, with clear procedures but no written records <input checked="" type="checkbox"/> Yes, with written records but no clear procedures <input type="checkbox"/> No
4.5.3	Is there a closed-loop corrective action system in place?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4.5.4	Can finished/package products be traced by lot identification to the appropriate raw material test reports?	<input type="checkbox"/> Yes, with procedures to trace raw materials <input checked="" type="checkbox"/> Yes, main raw material can be traced <input type="checkbox"/> No, only the production date can be traced <input type="checkbox"/> No
4.5.5	Is there a product alert and recall procedure?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Section 5: Production Process Management

Quality Control Management		
Item	Content	Observations /Comments
5.1	Is the factory tidy and clean enough for production?	<input type="checkbox"/> Yes, very good <input checked="" type="checkbox"/> Yes, acceptable <input type="checkbox"/> No, needs improvement <input type="checkbox"/> No, very poor
5.2	Are the following items /documents provided at the appropriate location?	<input type="checkbox"/> Work instructions <input checked="" type="checkbox"/> Approved sample <input type="checkbox"/> Product picture <input type="checkbox"/> No, the above-mentioned was not available.
5.3	Are written instructions available for onsite material inspection/testing? Are the relevant records maintained?	<input type="checkbox"/> Yes, with clear written instructions and records <input checked="" type="checkbox"/> Yes, with written instructions but no records <input type="checkbox"/> Yes, with records but no written instructions <input type="checkbox"/> No
5.4	Are written inspection/testing instructions available for finished products? Are the relevant records maintained?	<input type="checkbox"/> Yes, with clear written instructions and records <input checked="" type="checkbox"/> Yes, with written instructions but no records <input type="checkbox"/> Yes, with records but no written instructions <input type="checkbox"/> No
5.5	How are finished products inspected?	<input checked="" type="checkbox"/> 100% of products with detailed inspection <input type="checkbox"/> Random inspection <input type="checkbox"/> No inspection <input type="checkbox"/> No inspection necessary
5.6	Are units that failed inspection clearly marked and separated to prevent accidental dispatch?	<input checked="" type="checkbox"/> Yes, the units are separated and marked clearly <input type="checkbox"/> Yes, the units are separated but not marked clearly <input type="checkbox"/> No
5.7	How are finished products that failed inspection handled?	<input type="checkbox"/> Repaired and re-inspected <input checked="" type="checkbox"/> Thrown away <input type="checkbox"/> No inspection necessary

Section 6: R & D Capacity

R&D Capacity				
6.1 Current Situation				
There is/are <u>2</u> R&D engineer(s) in the company.				
Education Level	Headcount		Work Experience	Headcount
Doctorate	0		Over 30 Years	0
Post-Graduate	0		21-30 Years	0
Graduate	0		11-20 Years	0
Junior College	1		6-10 Years	2
Technical School	1		2-5 Years	0
High School	0		Less Than 2 Years	0
Patent Situation				
Patent No.	The Name of the Patent	The Patent Type	Available Date	
Confidential	An Anti-fouling PVC Anti-static	The Patent for Utility Model	04/May/2018	
Confidential	A Feeding Mechanism of Coating Machine	The Patent for Utility Model	12/Dec./2017	
Confidential	A Glue Coating Device for Cold Mounting Film	The Patent for Utility Model	27/Feb./2018	
Confidential	A Transfer Membrane Stripper	The Patent for Utility Model	27/Feb./2018	
Brand Situation				
Registration /application No.	Brand Name	For Approval to Use Goods	Validity Date	Ref.
N/A	N/A	N/A	N/A	N/A
The Average Time For New Products Launched				
Product Category	Lead Time			
Car Wrap Vinyl, Carbon Fiber Vinyl Film, Paint Protection Film, Cutting Vinyl, Self Adhesive Vinyl Sticker	45 Days			
The Shortest Time For A New Item Launched				
Product Category	Shortest Lead Time			
Car Wrap Vinyl, Carbon Fiber Vinyl Film, Paint Protection Film, Cutting Vinyl, Self Adhesive Vinyl Sticker	45 Days			
Does the company provide ODM service for others?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			





Are there relevant design input/output, review, and verification documents available for the assessment company?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Based on inspection, are R & D employees equipped with adequate specialized equipment?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please list all key equipment used:	Yellowing Resistance Tester, Electronic Tension & Pressure Testing Machine, Retention Test Machine, Initial Viscosity Testing Machine, Oven
Do R & D employees use any specific software for designing new products?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, please list the main software used:	N/A
Please list all certifications and/or qualifications of the R & D department:	N/A
Has the company established standard design procedures for new products?	<input type="checkbox"/> Yes, with clear written instructions <input checked="" type="checkbox"/> Yes, without written instructions <input type="checkbox"/> No
Have the designed products been internal verified or validated?	<input type="checkbox"/> Yes, with clear written records <input type="checkbox"/> Yes, only part written records <input checked="" type="checkbox"/> Yes, without written records <input type="checkbox"/> No
Have the designed products been tested by a third-party inspection body?	<input type="checkbox"/> Yes, all designed products have been tested <input type="checkbox"/> Yes, only part of designed products have been tested <input checked="" type="checkbox"/> No
Have the designed products confirmed by the customers?	<input type="checkbox"/> Yes, all designed products have been confirmed <input checked="" type="checkbox"/> Yes, part of designed products have been confirmed according to client's requirements <input type="checkbox"/> No
Does the company have qualification requirements for designers?	<input type="checkbox"/> Yes, with written job description <input checked="" type="checkbox"/> Yes, without written job description <input type="checkbox"/> No, but at least two years design experience is needed <input type="checkbox"/> No
Are the designers' qualifications recognized by the company?	<input type="checkbox"/> Yes, with written records <input type="checkbox"/> Yes, without written records <input checked="" type="checkbox"/> No
6.2 R&D Real Case Description	
Customer's Name	Confidential
Customer's Location	Confidential
Customer's Industry:	Confidential

Order's Requirement Description:		Confidential
6.3 Design Process		
Process 1	Process 2	Process 3
Confidential	N/A	N/A
Confidential	N/A	N/A
6.4 Design Devices		
Yellowing Resistance Tester	Electronic Tension & Pressure Testing Machine	Retention Test Machine
		
Initial Viscosity Testing Machine	Oven	Device 6
		N/A

Section 7: Company Development / Expansion Plans

Company Development / Expansion Plans		
Item	Company Development Action	Timeframe
1	N/A	N/A

Section 8: Production Flow

Production Flow					
No	Production Process	No	Production Process	No	Production Process
1		2		3	
	Raw Materials		Film Coating		Slitting
4		5		6	N/A
	Packing		Storage		N/A

Section 9: Certification & Photos

Certification & Photos	
Certification & Photos -- Business License Combined with Organization Code Certificate, Tax Registration Certificate (Duplicate)	Certification & Photos -- Permit for Opening Bank Account
<div style="text-align: center;"> Business License (Duplicate) </div> <p>has already been verified, keeping secret according to the supplier's request</p>	<div style="text-align: center;"> Permit for Opening Bank Account </div> <p>has already been verified, keeping secret according to the supplier's request</p>
Patent Photos	
Certification & Photos -- Patent 1	Certification & Photos -- Patent 2
<div style="text-align: center;"> Patent Certificate </div> <p>has already been verified, keeping secret according to the supplier's request</p>	<div style="text-align: center;"> Patent Certificate </div> <p>has already been verified, keeping secret according to the supplier's request</p>
Certification & Photos -- Patent 3	Certification & Photos -- Patent 4
<div style="text-align: center;"> Patent Certificate </div> <p>has already been verified, keeping secret according to the supplier's request</p>	<div style="text-align: center;"> Patent Certificate </div> <p>has already been verified, keeping secret according to the supplier's request</p>

Section 10: Company and Product Samples

Company and Product Samples	
Company Gate 	Office 
Workshop 	Workshop 
Product Sample 	Product Sample 

Product Sample



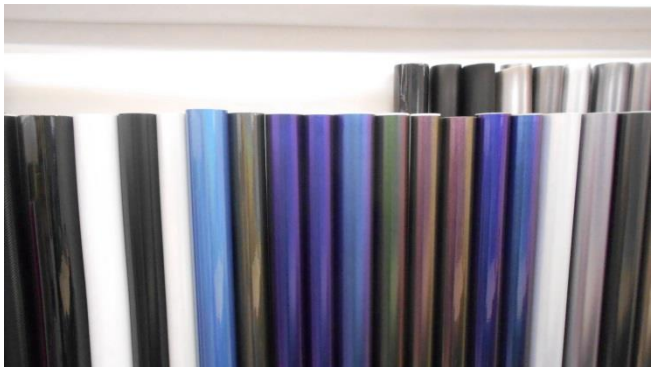
Product Sample



Product Sample



Product Sample



Product Sample



Product Sample



Product Sample



Product Sample



Section 11: Competitive Advantages

11.1 Product Group Capacity		
11.1.1 Products Sold (Within 12 Months)		
Products Name	Quantity	Revenue (USD)
Confidential	Confidential	Confidential
11.1.2 Suppliers Cooperated With (Within 12 Months)		
No. of cooperation suppliers (total)	Confidential	
No. of suppliers (which cooperated over 2 times)	Confidential	
No. of provinces which cooperation suppliers belong to	Confidential	
Would the company like to provide design solution service for integration project?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, these projects include	N/A	
Would the company like to provide a total solution for purchasing?	<input type="checkbox"/> Yes <input type="checkbox"/> Part, _____ <input checked="" type="checkbox"/> No	
If yes, please describe it	N/A	
11.1.3 Real Case Description		
Customer Name	Confidential	
Customer Country	Confidential	
Customer Region	Confidential	
Products Category	Confidential	
Order Value (USD)	Confidential	
Order Processing Process	Confidential	
Customer's Feedback	Confidential	
11.2 Real Case for Lower MOQ & Lead Time		
Products Name	MOQ (Within 12 Months)	Lead Time
Confidential	Confidential	Confidential
11.3 Real Case for Large Contract & Lead Time		
Products Name	Order (Within 12 Months)	Lead Time
Confidential	Confidential	Confidential
11.4 Overseas After-sales Service Capacity		
11.4.1 Average Response Time	12 Hours	
11.5 After-sales Service Capacity		
Does the company accept small order?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

-- End of Report --