

COMPANY PROFILE

AKH PACKAGING & ACCESSORIES LTD.

www.akhp.com.bd



- Carton
- Poly Bag
- Sewing Thread
- Hanger
- Board & PVC
- Gum Tape
- Twill Tape
- Screen Print
- Offset Print
- Label Print

ADDRESS

Head Office	Factory
AKH Group AKH Tower, 133-134, Hemayetpur, Savar, Dhaka - 1340 Phone: +88 09666775588 E-mail: info@akhp.com.bd Web: www.akhp.com.bd	AKH Packaging & Accessories Ltd. Harindhara, Tannery Road, Hemayetpur, Savar, Dhaka - 1340. Phone: +88 09666775588 E-mail: info@akhp.com.bd Web: www.akhp.com.bd

From the Desk of the Board of Directors

Chairman	Managing Directors	Deputy Managing Directors
Md. Delwar Hossain Phone: +88 09666775588 E-mail: hossain@akhfashions.com	Md. Samsul Alam Phone: +88 09666775588 E-mail: alam@akhfashions.com	Md. Abul Kashem Phone: +88 09666775588 E-mail: kashem@akhfashions.com
Directors	Directors	Directors
Md. Firoz Uddin Phone: +88 09666775588 Cell: +8801711-407850 E-mail: firoz@akhfashions.com	S.M. Sadullah Phone: +88 09666775588 Cell: +8801711-536592 E-mail: saju@akhfashions.com	Md. Anisur Rahman Phone: +88 09666775588 Cell: +8801713-013039 E-mail: anis_r@akhfashions.com

Contact Persons

Head Office	Factory
1. Md. Najib Ullah DGM, Accounts & Finance Cell: +88 01713-479201 E-mail: rana@akhfashions.com	1. Md. Ahsanul Habib General Manager Cell: 01713-479203 E-mail: habib_akhp@akhfashions.com
2. Md. Abdul Kaium AGM (Operation) Cell: +88 01713-479234 E-mail: kaium@akhfashions.com	2. Md. Saiful Huda Manager (Admin) Cell: 01740-074962 E-mail: Saiful_akhp@akhfashions.com
3. Mr. Tilak Kumar Saha Manager (Operation) Cell: +88 01713-479237 E-mail: tilak@akhfashions.com	3. Md. Aminul Islam Manager (Compliance) Cell: +88 01731-928363 E-mail: compliance_akhp@akhfashions.com

Plant Description

AKH Packaging & Accessories Limited is a leading Bangladeshi Garments Accessories manufacturer in Bangladesh, providing all kinds of garments accessories since 2002. We have supplied Garments accessories kinds of Carton, Poly Bag, Sewing Thread, Hanger, Board, Gum Tape, Twill Tape, Printed Label, Woven Label, Draw Cord, etc. in most of the leading Garments in Bangladesh and for the international's buyers. Our company has the professional design and development team, high quality products, rich production experience and strong comprehensive services. We are committed to timely delivery of any orders. Our accessories Products are made with utmost care ensuring world class quality. Our products follow the eco-friendly standard strictly of the brand. With the development of economic globalization, we constantly expand the scale of the company in order to meet the needs of global customers. You are most welcome to visit our company, we invite you to go forward hand in hand and create a brilliant future.

Year of Established:	2002
Ownership Type:	Private Limited Company
Monthly Production Capacity	US\$ 8,00,000+
Major Product	All Kinds of Packaging & Accessories.
Major Customer / Client / Buyer	Ben-Shermin, PVH, Perry Ellis, Bass-Pro, Eddie Bauer, US Polo, K-Mart, Walmart, M&S, H&M, BHS, Next, Celio, C&A, Tchibo, Metro, Aldi, Sainsbury, Primark, Uniqlo (GU), Indian Terrain. Prominent-GU, Tesco, Amazon, Target, GP, Fortunex, Regatta, Kik, Zara, Express, GAP, Kariban, Li & Fung, etc

Workplace Facilities / Best Practices

- | | |
|---|--|
| <ul style="list-style-type: none"> ✓ Dedicated Dining Hall ✓ Medical Centre ✓ Child Care Centre ✓ Pure Drinking Water ✓ Industrial Exhaust System ✓ Training Facilities ✓ Two Festival Bonus ✓ Attendance Bonus | <ul style="list-style-type: none"> ✓ Target Bonus ✓ Maternity Leave / Benefit ✓ First Aid Box ✓ Health & Hygiene ✓ Group Insurance ✓ Financial Help for Marriage Ceremony ✓ Cultural Event (Picnic) ✓ Separated Washroom for Male and Female |
|---|--|

Working Hour & Others

Working Day per Week:	06
Normal Working Hour per Day:	08
Overtime Hour:	02 Hour per Day
Break:	13.00 Hour to 14.00 Hour
No of Operating Shift:	02
Peak Season:	Same round the year
Energy Source:	Electricity & Generator
Water Supply:	Deep Tube Well (20,000 Letter per hours)
Payment Mode:	BB L/C

Factory Premises

Land Area	96,572 sq ft
Production Area	63,808 sq ft
Total no of Building / Shed	02
No of Floors	04
No of Toilet	14 (Male-10, Female-04)
Dining Hall	01
Clinic with Doctor's and Paramedics	Yes
Percentage of Marker Share	USA-30%, Canada-20%, Others-50%

Manpower Details

Category / Section	Male	Female	Total
HRD	15	09	24
Store	18	00	18
Carton	89	06	95
Poly	52	10	62
Thread	55	39	94
Dye Cutting	12	02	14
Ball Press	04	03	07
Offset Printing	10	02	12
Label Printing	04	00	04
Gum Tape	02	00	02
Manager	21	00	21
Maintenance	07	00	07
All Supervisor	11	00	11
Transport	22	00	22
Security	12	01	13
Total =	334	72	406

Social Responsibilities

- Followed by ILO & BGAPMEA working local laws.
- Safe Working & Hygienic Conditions
- No bonded Labor
- Freedom of Association
- No Child Labor
- No Discrimination
- Reasonable Working Hours
- Group Insurance for workers & employees.

Fire Fighting Equipment's & Others

We have Fire Safety Officer; they conduct regular training and supervise the fire drill and fire equipment's on regular basis.

No. of Fire Fighting Extinguisher	ABC	44
	CO2	43
	Foam	05
	Total	92
Total No. of Fire Fighter	72 Persons	
Fire Training Certificate Holder	40 Persons	
No. of Smoke Detector	40 Pcs	
Fire Hose Box	10 Pcs	
No. of First Aid Box	06 Pcs	
First Aid Certificate Holder	13 Persons	
Drinking Water Tank	03 Pcs	
Notice Board	01 Pcs	
Total Emergency Light/IPS	32 Pcs	
Total PC Members	10 Persons	
Safety Committee	08 Persons	
Fire Equipment Point	05 Pcs	
Reserve Tank-96000 Ltr	01 Pcs	
Complain/ Grievance Box	04 Pcs	
Exit/Emergency Exit sign	14 Pcs	
Drinking Water Tank (Big)-60000 Ltr.	03 Pcs	

List of License

- | | |
|--|--|
| <ul style="list-style-type: none"> ❖ Factory License ❖ Trade License ❖ Fire License ❖ BGAPMEA ❖ Group Insurance ❖ Environment Clearance ❖ IRC ❖ ERC ❖ Bond License ❖ TIN Certificate | <ul style="list-style-type: none"> ❖ Boiler License ❖ Generator License (BERC) ❖ Drinking Water Test Report ❖ Environment Impact Assessment (EIA) ❖ Ambient and work place Air Test Report ❖ Noise Test Report ❖ Hospital Agreement ❖ Wastage Agreement ❖ Certificate of Incorporation ❖ Vat Certificate |
|--|--|

Lien Bank Details

Export Import Bank of Bangladesh Limited	One Bank Limited
Gulshan Branch	Gulshan Branch
Delta Life Tower, (Ground Floor 1 st Floor # 37, Road # 45 & 90, Gulshan North C/A, Gulshan-2, Dhaka-1212, Bangladesh	Dhaka Ces-F8/A, Richmond Concord, Bir Uttam, Shawkat Road, Gulshan Avenue, Dhaka, Bangladesh.

Festival Leave

Company provides minimum 12 days festival leave to employees with full pay. Festival leave are circulated to workers beforehand through notice as festival leave.

Sl	Occasion	Total Days
1	Eid-ul-Fitr	03
2	International Mother Language Day	01
3	Independence Day	01
4	Bengali New Year	01
5	Eid-ul-Adha	03
6	May Day	01
7	Shah-be-Barat	01
8	Victory Day	01
Total =		12 Days

Machinery List

Carton Division

Sl	Name Of Machine	Qty.
1	Corrugation Machine	03 Set
2	Air Compressore Machine	01 Set
3	Auto Glue & Finishing Machine	01 Set
4	Creasing & Sloding Machine	01 Set
5	Cutting Machine	02 Set
6	Gum Pasting Machine	04 Set
7	Manual Creasing Machine	02 Set
8	Paper Cutting Machine	01 Set
9	Pressure Machine	04 Set
10	Printing & Creasing Machine	03 Set
11	Slotting Machine	01 Set
12	Stitching Machine	01 Set

Poly Division

Sl	Name Of Machine	Qty.
1	Auto Bopp Folding & Rewinding	01 Set
2	Auto Bottom Cutting & Sealing	02 Set
3	Auto side Cutting & Sealing	02 Set
4	Flexographic Printing Machine	04 Set
5	HDPE Film Blowing Machine	01 Set
6	Hook Pasting	20 Set
7	P.E. Flim Blowing Machine	03 Set
8	P.P. Film Blowing Machine	03 Set
9	Ziplock Cutting Machine	01 Set
10	Ziplock Excluding Machine	01 Set

Sewing Thread Division

Sl	Name Of Machine	Qty.
1	Sewing Thread Coning Machine	14 Set
2	Sewing Thread Hi Speed Machine	04 Set
3	Sewing Thread Reeling Machine	04 Set
4	Hangs Machine	13 Set
5	Auto Hot Dryer Machine	02 Set
6	Warping Machine	01 Set

Offset Printing Division

Sl	Name Of Machine	Qty.
1	Heidelberg Cylinder Letter Press	01 Set
2	Heidelberg GTO Bi-Color	01 Set
3	Heidelberg MOE Single Color	01 Set
4	Heidelberg SM 72 Bi-Color	01 Set
5	Lamination Machine	01 Set
6	Manual Dye-Cutting Machine	01 Set

Dye Cutting Division

Sl	Name Of Machine	Qty.
1	Dye-Cutting Machine	04 Set
2	Paper Cutting Machine	04 Set
3	Wood Cutter Machine	01 Set

Board PVC Division

Sl	Name Of Machine	Qty.
1	Manual Pvc Sheet Cutting	11 Set
2	Semi Auto PVC Sheet Cutting	01 Set

Label Print Division

Sl	Name Of Machine	Qty.
1	Flexo Label Printing	02 Set
2	Paper Ribbon Cutting	01 Set
3	Ultrasonic Ribbon Cutting	02 Set

Gum Tape Division

Sl	Name Of Machine	Qty.
1	Core Cutting Machine	01 Set
2	Sleeting Machine	01 Set

Maintenance Division

Sl	Name Of Machine	Qty.
1	Manual Pvc Sheet Cutting	06 Set
2	Air Dryer	02 Set
3	ATS	01 Set
4	Boiler (1+2) Ton	02 Set
5	Diesel Fire Pump	01 Set
6	Generator 20 KVA	01 Set
7	Generator 630 & 500 KVA	02 Set
8	Screw Air Compressor 30 HP, 50 HP	02 Set
9	Sub Station 1600 KVA	01 Set
10	Voltage Stabilizer	02 Set
11	Twill Tape Machine	06 Set

Facilities & Our Services

AKH Packaging & Accessories Ltd. and AKH Trims Ltd. is manufacturing all kinds of Garments Accessories by itself. Our top priority is to improve our performance for productivity and competitiveness. Our philosophy also always being an efficient distributor of Raw Materials to Ready-made Garments Industry and we collaborate closely with our clients by making all these efforts, we promise to be our company which secures competitive power for best service, strengthens confidence for customers and becomes a good friend of the business society. We positively consider our valued clients' ideas to become a leading enterprise through field management and will do our best to create new demand based on speedy management and a spirit of the challenge.

AKH conducts its business according to standards of good ethical, employment and environmental practice. AKH expects its Manufacturers to operate on the same principles. Specifically, AKH expects it's Manufacturers (and their sub-contractors) to observe best practice and continuing improvement in the fields set out below, and in any other areas notified by AKH from time to time.

Scope of Application of the Code

The Code affects all products published by AKH cross all its brands, namely: Goods manufactured and sourced directly for AKH. AKH intends this Code to be applied to all of its relevant activities including those activities of its supply chain subject to such Manufacturers being within AKH's reasonable control or influence. AKH will, in its sole discretion, evaluate the extent of control and influence of AKH and its Manufacturers for all parts of the supply chain. This Code will be observed by all manufacturers, who in turn will ensure that it is observed by their sub-contractors in the same terms.

The Ethical Standards “The Code”

- 1. Ethical policy:** AKH requires all its Manufacturers to conduct their businesses in an ethical manner. No contract will be entered into with any Manufacturer engaged in bribery, kickbacks or the provision of gifts, favors or services to gain a competitive advantage with AKH or any third party.
- 2. No Forced Labor:** Business Partners must maintain employment on a voluntary basis respecting the right of employees to decide to work or not. Business Partners shall not use forced labor, whether in the form of prison labor, indentured labor, bonded labor or otherwise in the manufacture or in their contracting, subcontracting or other relationships for the manufacture of their products.
- 3. No Child Labor:** Manufacturers shall not engage in child labor. Workers can be no less than age 15 (or 14 where the law of the country of manufacture allows), or the age at which compulsory schooling has ended, whichever is greater. In situations involving hazardous working conditions, we require that workers are at least 18 years of age.
- 4. No Harassment or Abuse & Disciplinary practices:** AKH requires that all its Manufacturers comply with management practices which recognize the dignity of the individual and the right to a workplace free of harassment, abuse and corporal punishment. The company shall not allow behavior including gestures, language and physical contact that is sexually coercive, threatening or exploitative.
- 5. Freedom of Association and Collective Bargaining:** AKH requires all its Manufacturers to respect the rights of their employees to freedom of association and to organize collective bargaining in a lawful and peaceful manner; Manufacturers shall not interfere with or attempt to dominate or control bodies representing workers, nor shall they discriminate against workers choosing to belong to them.
- 6. No Discrimination:** AKH recognizes and respects the cultural differences found in the world. We will favor Business Partners who ensure that no employee shall be subject to any discrimination in employment, including hiring, salary, benefits, advancement, discipline, termination or retirement, on the basis of gender, race, religion, age (other than normal hiring or retirement limitations), disability, sexual orientation, nationality, political opinion, union participation, social or ethnic origin or membership in any legal organization. Employment decisions will be made on the basis of knowledge, skill, efficiency and ability to do the job and meet its requirements.
- 7. Health and Safety:** AKH will only utilize Business Partners who provide safe and healthy work environments for their employees. Factories producing Lenny merchandise shall provide adequate first aid supplies, fire exits and safety equipment, well-lit workstations, clean restrooms and ensure that all are well maintained and in good working order. Worker housing, where provided by the Business Partner, must meet a reasonable standard of health and safety.
- 8. Compensation and Benefits:** AKH will seek Business Partners who share our commitment to the betterment of wage and benefit levels that address the basic needs of workers and their families so far as possible and appropriate in light of national economic conditions. Manufacturers shall fairly compensate their employees by providing wages and benefits which are in compliance with the local and national laws and regulations of the jurisdictions in which the Manufacturers are doing business, or which are consistent with the prevailing local standards in the countries, if the prevailing local standards are higher.

9. Hours of Work/Overtime: Business Partners shall maintain reasonable employee work hours in compliance with local standards and applicable national laws of the countries in which Business Partners are doing business. In the absence of exceptional circumstances, AKH will favor Business Partners who utilize less than an eight-hour work-week and not those who, on a regularly scheduled basis, require employees to work in excess of an eight-hour workweek. Where this is not established at a lower level by local laws, AKH defines a standard work week to be not more than 48 hours and considers all hours in excess of this amount to be overtime, whether mandatory or not. Business Partners are required to compensate employees for overtime hours including such premium rates as are legally required in the country of manufacture, or in those countries where such laws do not exist, at a rate at least equal to their regular hourly compensation rate. Unless exceptional circumstances exist, employees should be permitted at least one day off in every seven-day period, and leave privileges.

10. Regular employment is provided: Obligations to employees under social security laws and regulations arising from the regular employment relationship shall not be avoided through the use of labor-only contracting, sub-contracting, or home-working arrangements, or through apprenticeship schemes where there is no real intent to impart skills or provide regular employment, nor shall any obligations to be avoided through the excessive use of fixed term contract of employment.

11. Environmental Requirements: AKH will favor Business Partners who conduct their business using progressive environmental practices and take active steps to preserve and protect the well-being of the environment. All Business Partners must adhere to all applicable environmental laws and regulations regarding protection and preservation of the environment in their country.

12. Management System: Top management shall define the company's policy for social accountability and labor conditions to ensure.

13. Documentation System: The existence of certain documents is often legally required, and provides evidence for the Company with respect to correctness of the information given.

*This standard in fully abide by the National laws and regulations
and based on the International standards*