



IWAY Audit Report

Minimum Requirements for Environmental and Social / Working Conditions when Purchasing Products, Materials and Services.

Issued by: Armin Overs

IWAY ☒

FORESTRY ☐

Audit Date: 04.-05.07.18

11.0

Requirements / Standard to be audited: IWAY Standard, 2012-12-01, Edition 5.2

Audit Report

Name of the Supplier / Service Provider :		Berger Logistik GmbH		IKEA Organization:	Transport
Supplier / Carrier Number :		32222		No. of employees female / male:	65/179 T244
Unit Address:		Bahnhofplatz 1; A-6300 Wörgl		Number of Sites:	1
Previous audit made by:		Armin Overs		IKEA Supplier / Service Provider since:	2013
IKEA BD / BDM / Contract Owner:		Ivo Keiren		Previous audit date:	23.08.2016
Lead Auditor:		Heinz Röring		No. of interviews:	2
Supplier / Service Provider IWAY Resp.:		Markus Ambach		% of Turnover with IKEA:	0,80%
Other Supplier / Service Provider Participants:		Junior Key Account Manager Sales(04.07.18); Key Account Manager Sales			
Audit Summary & Limitations (if any):		The audit atmosphere was pleasant and friendly. Carrier was well prepared for IWAY audit, showed transparency and openness during the audit. The carrier also showed by example such as site selection, building and building technology, as well as social components; that an ecologic and environmental orientation has been implemented. The audit was closed with no deviation !!			

Other IKEA Participants: -

Audit Type & Result:

Audit Result:	Audit Typ:	Audit Report created by Auditor
OK ☒	Announced ☒	Heinz Röring Digitally signed by Heinz Röring Date: 2018.07.06 08:07:44 +02'00'
NOK ☐	Unannounced ☐	Lead Auditor Signature
	Partial Audit ☐	Report Date: 06.07.2018

Corrective / Preventive Action Plan:

Send Corrective Action Plan to IKEA no later than:	Action Plan approval by Auditor:
	Heinz Röring Digitally signed by Heinz Röring Date: 2018.07.06 08:08:51 +02'00'
	Lead Auditor Signature
	Date of Approval: 06.07.2018

Verification & Approval:

Final Deadline for approval:	Verification & Approval by Auditor:
	Heinz Röring Digitally signed by Heinz Röring Date: 2018.07.06 08:09:32 +02'00'
	Lead Auditor Signature
	Date of Approval: 06.07.2018

#. # IWAY Standard chapter	Auditor's findings from the audit			Date	X
Corrective/Preventive Action & Responsible Person or Department	Fill in here your action plan based on the findings	M of A	V ⁽¹⁾	Date	Deadline Date
Verification & Approval	Here the auditor will give his/her comments on the formulated actions and final approval after the actions are completed.			Date	Deadline Date

⁽¹⁾ Method of Approval (M of A): Visit to supplier (V); Documentation sent to IKEA (D); Photograph (P); Business Team evidence gathering (T)



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1. START UP REQUIREMENTS

1.1 Prevention of Child Labour	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear
1.2 No Forced & Bonded Labour	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comment	☐ clear
1.3 Business Ethics	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear
1.4 Severe Environmental Pollution	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear
1.5 Severe Health & Safety Hazards	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear
1.6 Working Hours / Time	☐ OK ☒ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear

Collective agreements. (Kollektiv Vertrag Sped. und Logistik)

1.7 Wages	☐ OK ☒ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear
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Collective agreements.

1.8 Workers Accident Insurance	☐ OK ☒ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear
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AUVA

2. GENERAL CONDITIONS

2.1 Legal Compliance	☐ OK ☒ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear
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Legal Register etc.

2.2 IWAY Responsibility	☐ OK ☒ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear
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Markus Ambach

2.3 IWAY at Sub-Suppliers	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear	☐ Photo
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2.4 IWAY at critical sub-Suppliers	☐ OK ☐ OK with comments	☐ Not OK ☒ NA	☐ NA with comments	☐ clear	☐ Photo
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2.5 IWAY communication to Workers	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear	☐ Photo
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2.6 Internal audits	☐ OK ☒ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear	☐ Photo
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Last internal audit from date 22.01.2018.

3. BUSINESS ETHICS

3.1 Anti corruption policy	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear	☐ Photo
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3.2 Transparent & reliable documents & records	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear	☐ Photo
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3.3 Management training	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear	☐ Photo
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4. ENVIRONMENT

4.1 Outdoor emissions to air

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

The energy for the building (heating, air conditioning) were gained 100 % from heat pumps.

4.2 Outdoor noise

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

4.3 Water discharge

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

4.4 Ground contamination

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

4.5 Environmental performance reporting

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

4.6 Continuous improvements

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

4.7 Legal compliance

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

4.8 Other Transport Environmental Requirement

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

4.9 Vehicle Emissions Requirement

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

The truck fleet is 100 % Euro 6.

5. CHEMICALS

5.1 List of chemicals with valid MSDS's

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

5.2 Routines for chemicals

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

5.3 Competence and training

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

5.4 Storage, handling & transportation

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

5.5 Labelling of chemicals

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

5.6 Legal compliance

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

6. HAZARDOUS AND NON HAZARDOUS WASTE

6.1 List of waste

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

6.2 Routines for waste

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

6.3 Competence and training

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

6.4 Storage, handling & transportation of waste

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

6.5 Recycling of waste

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

6.6 Licensed contractors

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

Company Daka checked.

6.7 Incineration / landfill on site

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

6.8 Legal compliance

☒ OK ☐ OK with comments ☐ Not OK ☐ NA ☐ NA with comments ☐ clear ☐ Photo

7. EMERGENCIES AND FIRE PREVENTION

7.1 Emergency planning	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
7.2 Fire incidents and accidents	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
7.3 Competence and training	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
7.4 Firefighting equipment	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
7.5 Escape routes and emergency exits	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
7.6 Evacuation alarm	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
7.7 Evacuation drills	☐ OK ☒ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo

Last evacuation drill from date 29.03.2018.

7.8 Legal compliance	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear
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8. WORKER HEALTH & SAFETY

8.1 Workplace risk assessment	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
8.2 Incidents and accidents	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
8.3 Health & safety training	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
8.4 Machinery and other equipment	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
8.5 Safety information	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
8.6 Safe working routines	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
8.7 Safety hazards	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
8.8 Personal protective equipment (PPE)	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
8.9 First aid equipment	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
8.10 First aid trained persons	☐ OK ☒ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo

About 9 employees.

8.11 Workplace conditions and ergonomics	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
8.12 Drinking water	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
8.13 Housekeeping and hygiene	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
8.14 Break areas	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
8.15 Alcohol and drugs	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo
8.16 Legal compliance	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	

9. RECRUITMENT, WORKING HOURS, WAGES AND BENEFITS

9.1 Reporting and inspection by authorities	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	
9.2 Recruitment routines and recruitment agents	☒ OK ☐ OK with comments	☐ Not OK	☐ NA ☐ NA with comments	☐ clear	☐ Photo



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9.3 Employment contracts	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments
9.4 Payrolls and attendance records	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments
9.5 Working hours and overtime	☐ OK ☒ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments

Collective agreements.

9.6 One day off in seven	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments
9.7 Wages	☐ OK ☒ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments

Collective agreements.

9.8 Leave	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments
9.9 Breaks	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments
9.10 Benefits	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments
9.11 Legal compliance	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments

10. ACCOMMODATION

10.1 Housing conditions	☐ OK ☐ OK with comments	☐ Not OK ☒ NA	☐ clear ☐ NA with comments	☐ Photo
10.2 Housekeeping	☐ OK ☐ OK with comments	☐ Not OK ☒ NA	☐ clear ☐ NA with comments	☐ Photo
10.3 Safety	☐ OK ☐ OK with comments	☐ Not OK ☒ NA	☐ clear ☐ NA with comments	☐ Photo
10.4 Legal compliance	☐ OK ☐ OK with comments	☐ Not OK ☒ NA	☐ clear ☐ NA with comments	

11. CHILD LABOUR AND YOUNG WORKERS

11.1 Prevention of child labour at Supplier	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments	☐ Photo
11.2 Response to child labour at Supplier	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments	☐ Photo
11.3 Prevention of child labour at sub-Suppliers	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments	☐ Photo
11.4 Response to child labour at sub-Suppliers	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments	☐ Photo
11.5 Protection of young Workers	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments	☐ Photo

12. DISCRIMINATION

12.1 Policy and routines against discrimination	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments	☐ Photo
12.2 Discrimination	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments	☐ Photo
12.3 Legal compliance	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments	

13. WORKS INVOLVEMENT

13.1 Workplace conditions	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments	☐ Photo
13.2 Grievance routines	☐ OK ☒ OK with comments	☐ Not OK ☐ NA	☐ clear ☐ NA with comments	☐ Photo

Works Council in place.



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13.3 Freedom of association	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear	☐ Photo
13.4 Collective bargaining	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear	☐ Photo
13.5 Legal compliance	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear	
14. HARASSMENT, ABUSE AND DISCIPLINARY ACTIONS					
14.1 Policy & routines against Harassment & Abuse & Rules for Disciplinary Actions	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear	☐ Photo
14.2 Punishments and appeal	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear	
14.3 Harassment and Abuse	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear	
14.4 Legal compliance	☒ OK ☐ OK with comments	☐ Not OK ☐ NA	☐ NA with comments	☐ clear	