



COMFIT COMPOSITE KNIT LTD

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CHAPTER ONE

(ABOUT COMFIT COMPOSITE KNIT LTD)

ABOUT COMFIT COMPOSITE KNIT LTD

Comfit Composite Knit Ltd is one of the leading garments manufacturer in Bangladesh, which was established in the year of 2006. The facility is equipped with state-of-art machineries including processes i.e. Knitting, Dying & Finishing, Printing, All Over Printing and Garmenting accompanied with a well-tuned development team. Comfit Composite Knit Ltd is a continuous supplier to some retail giants of Europe such as; H&M, C&A, Primark, Engelbert Strauss, Auchan etc.

Besides creating employment for more than 10,000 people facility committed to maintain a high level standard of compliance and believes that the Health & Safety is an integral part of its business nature. Therefore, facility has adopted internationally recognized OHS with its boundary also. Primary objectives of the facility is to implement and maintain the highest practicable Health & Safety management system in order to reduce illness and injury through continual an improvement process.

Facility main entrance road has more specious and decorated with green flower trees near the road side.

	
Facility Main Gate	Factory Entrance _ <i>insider view</i>
	
Bird's Eye View _ <i>Comfit</i>	In-front of Administration office

CHAPTER TWO

(ABOUT FACILITY GREEN ATMOSPHERE)

GREEN FACTORY

Green Factory means a low-carbon economic era facility equipped with eco-friendly design and manufacturing processes that efficiently improve greenhouse gas emission, environmental pollution and energy consumption.

A GREEN factory can reduce owner's risk against some issues and once they are building a new factory they will at least stay relaxed for some years before a new regulation would ask for even more stringent safety requirement in the factory.

USGBC (United States Green Building Council) certifies the building structure as being GREEN based on its level of environmentally friendly features. These are lower energy consumption, use of renewable energy, safety issues, water efficiency, convenient working environment, and use of technology, ability to fight fire and other accidents, and most importantly the strength of the construction as being used for industrial purpose. There are several levels of such certification- Platinum, Gold and Silver. There are points for each green features. If the factory building attains points 80 or above on the merit of its green features then it will be awarded as Platinum. The same way with 70 or more but less than 80 qualifies for Gold and with 60 or more but less than 70 qualifies for Silver.

A LEED certificate requires factories to meet its nine requirements where each chunk has separate points.

- Integrative Process (IP), contains 1 point.
- Location and Transportation (LT), contains 16 point.
- Sustainable Sites (SS), contains 10 point.
- Water Efficiency (WE), contains 11 point.
- Energy and Atmosphere (EA), contains 33 point.
- Materials and Resources (MR), contains 13 point.
- Indoor Environment Quality (IEQ), contains 16 point.
- Innovation in Design (ID), contains 6 point.
- Priority (RP), contains 4 point.

As we have achieved the GREEN factory certifications from **USGBC authority (United States Green Building Council)** and adopted with those regulations.

For making an eco-friendly environment we were doing lots of things such as;

WATER EFFICIENCY:s

Water efficiency achieved through:

- Water efficiency achieved 55-60 liter /Kg
- Installed 39(thirty-nine) water flow meter for regular water consumption update and tracking (connected to all Dyeing Machine).
- Any type of water usage are now controlling by setting water nozzle, trigger etc.
- Dyeing process modification.
- Install new machineries (maintain Low Liquor Ratio).
- Ensuring optimum dyes & chemicals for production.
- We are now using water efficient fixtures and fittings.
- We have an advanced **Membrane Bio-Reactor (MBR)** treatment plant. Which capacity is 150 Cubic Meter per hour. In future which will be extended up to 200 Cubic Meter per hour.
- For recycling of ETP discharged water, we have already installed a Recycling Plant and we are trying to function it.
- Installed push Tap instead of conventional Tap for reducing the waste of water.
- Installed dual flush for saving water.

WATER RECYCLING:

- We recycle hand wash water in re-using this for toilet flashing.
- Facility has 2 (Two) **Waste Water Treatment Plant (WWTP)** and their capacity is 2 cubic meter/hour.
- 2(two) hot water module connected with our all dyeing machine what is recycling used hot water.
- We use hot water module and transforming condensate the extra steam again we use in our boiler.

RAIN WATER HARVESTING SYSTEM:

Facility has install 02(two) Rain Water Harvesting plant which capacity is 100 cubic meters/hour. Where maintain processing of approx. 57,000 square feet catchment areas reserved water and re-use for production purpose.

RENEWABLE ENERGY:

- Facility has a **Rooftop Solar Plant** (Plant capacity is 268 KW).
- For the conservation of energy in lighting purpose, we are using motion sensor where needed.

- We already have changed all fluorescent light replacing by energy efficient Led tube light.

GHG EFFICIENCY:

- We have a 2.5 ton capacity exhaust gas boiler and another 2.5 ton capacity exhaust gas boiler is under installation.
- We have 5 energy efficient compressor and another 1 compressor is under installation.
- We are reducing the gas consumption by installing 02(two) Condensate Recovery System (CRS).
- 39(thirty nine) Hot Water Recovery system (HWRS).
- Incorporating energy saving devices (energy efficient motor/Eevo Motor) to all sewing machines.
- Replacing all light to LED replacing energy efficient compressor (ATLAS COPCO).

CLEAN AIR MANAGEMENT:

- In knitting process in Green Project, we have a HVAC system for dust removing purpose. Already, we have joined with globally carbon Leadership programs through reset carbon.

Greeneries available inside our factory premises which we have illustrated below;



CHAPTER THREE

(WORKPLACE SAFETY)

WORKPLACE SAFETY

Workplace safety refers to the working environment at a company and encompasses all factors that impact the safety, health, and well-being of employees. This can include environmental hazards, unsafe working conditions or processes, abuse, and workplace violence. Workplace safety is monitored at **Comfit Composite Knit Ltd (CCKL)** through implementing the Occupational Health and Safety (OHS) programs. It has serve as the cornerstones of company policies and regulations:

- 1) Improve the health and safety for all workers, as evidenced by fewer hazards, reduced exposures, and fewer injuries, and illnesses.
- 2) Change workplace culture to increase employer and worker awareness of, commitment to, and involvement in health and safety.
- 3) Secure workers confidence through excellence in the development and execute of OHS programs in the facility premises.

Here, we have given some pictures of our workplace environment and also have committed to provide a safe working atmosphere for all;

	
Ensure obstacle free aisles at each floor	Install arrow indicator above the walkway
	
Exit and emergency exit provide	Functional pa system ensure

	
Provide Both side handrail	Exhaust fan install in different place

MACHINE SAFETY

We have always encouraged our employees to use relevant **Personal Protective Equipment (PPE)** while working and instruct them to work in a safe way. We have shown some pictures below of our facility practices;

	
Relevant PPE ensured at Knitting section	Related PPE ensured at Dyeing & finishing area
	
Related PPE ensured at printing section	Related PPE ensured in cutting section



Machine safety ensured at Sewing floor



Machine safety ensured at Generator & Boiler



Cleanliness_ clean environment facility has ensured as well fall & trip hazard try to mitigate

CHAPTER FOUR

(STRUCTURAL SAFETY)

STRUCTURAL SAFETY

A professional team of engineers, architects and contractual consultants work with our company. We have a well-trained team of structural engineers who are always present on-site for supervision. Our company also follow every BNBC rules to ensure the safety of structural safety.

We ensure that our technicians wear proper **Personal Protective Equipment's (PPE)** and follow the proper caution signs as well. On top of that, we follow RSC authority guideline. We have also taken the Building Approval from the concerned authority. We have also obtained the recognition letter from ACCORD/ RSC body. We have ensured spacious staircase, walkway, emergency exit, internal road etc.

	
<p>Sufficient PPE provide</p>	<p>PPE ensure while working</p>
	
<p>Successfully completed the production building</p>	<p>Recognition letter received from ACCORD/ RSC</p>

CHAPTER FIVE

(ELECTRICAL SAFETY)





ELECTRICAL SAFETY

We follow the electrical law properly, for instance, the electrical wires used in the working area are grounded properly on the premises. The wires are also transmitted and laid out over cable trays which decreases any risk associated with fire hazard. We connect every electrical line and cables organize. We have also completed all the Electrical issues of RSC.

In addition, we take full precaution during electrical works, for instance, we ask workers to wear their PPE, work with caution and also there is no unauthorized personnel present in the premise during electrical works.

We have permissions for electrical works and currently we are using solar panels to generate electricity at our premise. Also, we have 26 certified electricians to take all the necessary steps and actions related to any electrical works.

Some safety pictures are shown below;

	
Wear relevant PPE while working on electrical line	Electrical wires transmitted over cable trays
	
Electrical wires transmitted over cable trays	Electrical wires transmitted over cable trays

CHAPTER SIX

(FIRE SAFETY)

FIRE SAFETY:

Facility management believes that, an effective fire safety depends on teamwork. Facility has formed an independent Fire Safety Team in light of Bangladesh labor law and buyers COC. Where we have included 05 (five) fireman's and a competent Fire Safety Officer who received the training from **Fire Service and Civil Defense (FSCD)**. So that, we have such kind of capabilities to fight against the fire, to reduce fire risks at workplace, and able to survive from the fire.

Facility has install functional smoke detectors, sprinkler system, and fire call point, setup sufficient fire equipment's in required place, fire hydrant system, fire pump and has a centralize fire controlling system, for the first line defense against deadly fire. These all can save our life as well as save the assets of our facility. Also, we have allocated a large space for the **Assembly Point**.

Besides all these factors, our fire safety team is always dedicated to aware employees about fire and its deadly causes. They help in developing and practicing a fire escape plan (Fire drill) that everyone understands can mean the difference between life and death. Different types of poster, signage we have provides and ensure an ease evacuation during an emergency.

Some Fire safety pictures of facility are illustrated below;

	
Fire door installed	Provide sufficient fire equipment's
	
Smoke detector installed	Fire control room



Fire Pump house



Functional sprinkler system



Provide fire extinguishers at each floor



Allocated fire window



Fire hydrant system



Day Fire drill_ from FSCD



Fire training_ from FSCD



Fire drill_ Internal



Night Fire drill_ Internal



Fire training_ Internal



Install industrial grade light



Assembly area



Evacuation Plan



Safety signage

CHAPTER SEVEN

(WORKER'S HEALTH & SAFETY)

WORKER'S HEALTH & SAFETY

Comfit Composite Knit Ltd. has a Satellite medical center where an employee can get better treatment quickly. Facility has ensure fulltime registered doctors who are dedicatedly work with us, provide free medicine from dispensary, 24/7 Ambulance service we have ensure, in-house ECG for workers, free medical test, and necessary vaccine ensured (such as; Hapatitice B).

As we have meet all the compliance requirements for our employees wellbeing, facility has provide pure drinking water, hygenic canteen facility, hygenic toilets for all, safe working environment, safe machine operations procedure, trained employees about first aid, fire-fighting and rescue etc.

Besides that, facility has formed various wellbeing committee for there employees such as; Anti-harassment, Grievance mechanism committee, Canteen committee, Safety committee, Participation Committee (PC) committee etc.

That's why, facility has got the Occupational Health & Safety (OHS) certifications in the year of 2017 and 2018.

	
Medical center_ fulltime registered doctors we have ensured	Dispensary_ free medicine provide
	
24/7 ambulance service	In-house ECG for Worker



Trained first aider



First aid boxes with materials



Canteen facility



Hygienic toilet for both male & female workers



Supply pure drinking water



Weight Carrying Limitation_ safety signage



In case of fire do not use lift_ safety signage



Construction work in progress_ safety signage



Chemical compatibility chart_ Safety signage



Electrical work instruction_ Safety signage



Better Work Environment_ Safety Signage



Safe Chemical Storage & handling_ Safety Signage



For Safe Chemical Storage_ Safety Signage



Formed safety committee as per local law



Formed PC committee as per local law



Anti-harassment committee



Emergency Preparedness Committee

Formed Grievance Committee



Formed Canteen Committee



Provide Subsidized Sanitary Napkins.

EMPLOYMENT FOR MINORITIES AND PHYSICALLY CHALLENGED:

To help and protect physically challenged people we are creating job opportunities with special care. We have appointed 53 physically challenged workers, trained them and settled in job.



Employment physically challenged peoples

MEDICAL CAMPAIGN FOR EMPLOYEES AND COMMUNITY:

Each year, we are arranging medical campaign with specialized doctors for the employees and community people where anyone can visit doctor, get diagnosis and medicine for free.



Internal & external medical campaign

AGREEMENT WITH MEDICAL ENSURE:

For getting the better medical treatment Comfit Composite Knit Ltd settle two different agreement with the Sheikh Fazilatunnesa Mujib Hospital and Kumudini Hospital.

Diagnosis lab service for all workers and their relatives in subsidized rate where 50% will be paid by our company and ensure 24/7 Ambulance service. In an emergency case employee taken this services without any difficulties.



Medical agreement

24/7 ambulance service we provide

FAIR PRICE SHOP:

To help or saving money through providing discount price in daily needs we have already took a project called fair price shop where workers will be able to purchase their daily necessary product with a reasonable price and can save 10% of the expenses of daily consumer products.



Fair Price Shop introduce

CHAPTER EIGHT

(CHEMICAL MANGEMENT)

CHEMICAL MANAGEMENT

Comfit Composite Knit Ltd has an organized chemical management system. They are committed to protect workers from chemical exposure as well as to protect environment through proper care of use, storage and disposal of the chemicals.

The incorrect use of chemicals can cause injuries, diseases, fire, explosion and death. So that, management seeks to ensure health and safety of all workers through maintaining below procedures while purchasing, handling chemicals;

- Received approved license from the concerned authority.
- Minimize to purchase excessive chemicals.
- Raise awareness among employees for reduction in the use of chemicals in workplace.
- Stop potential hazards before they become an issue.
- Ensure traceability of all chemicals. Maintain chemical inventory in a proper manner.
- Identify chemicals which are most used and safe way is SDS (Safety Data Sheet).
- Ensure CAS number at each chemical drum.
- Chemical management team regularly trains employees those who are related with chemical and assess the chemical hazards. Also, encourage all to use appropriate **Personal Protective Equipment (PPE)** while handling and/or storage chemicals.
- Duplicate chemicals tried to identify and/or eliminate from factory.
- All chemical containers must have correct labeling as per GHS.
- Hazardous chemical waste we have managed and/or disposed according to the legal requirements.
- Ensure the chemical is in quarantine until approved.
- Sufficient Secondary Containment we have provided and uses of containment beneath all chemical drums have been confirmed.
- Empty chemical containers handled carefully.

Some practices of chemical management system in our facility are as follows;



Required PPE used while working



Proper use of secondary containment



Provide Bengali SDS & Labeling



Provide functional eyewash station



Required PPE used at spot removing room



Central chemical store



Spill kit_ for an emergency situation



Awareness signage at chemical store



Awareness signage at chemical store



While handle chemicals uses PPE (Printing)

CHAPTER NINE

(OTHERS NON-MONETARY BENEFITS)

OTHERS NON-MONETARY BENEFITS

Facility management has adopted their business with a range of voluntary initiatives to improve the social, environmental and human rights of workers and community peoples.

Some of the best Non-monetary benefits include;

	
Community aid: Road development for easy movement for the local community surrounding of Comfit.	Community aid: Road development for easy movement for the local community surrounding of Comfit.
	
Community aid: Flood time baily Bridge for the workers resides nearby.	Community aid: Flood time baily Bridge for the workers resides nearby.

RELIEF:

When natural disaster or calamity comes Comfit Composite Knit Ltd has always there to help with relief to the affected peoples. During the flood we have provided food, clothes, medicine and other necessary things to affected peoples.

	
Distribute relief to flood affected peoples	

TREE PLANTATION:

We are arranging tree plantation program to reduce carbon and protect environment from impact of global warming each year. In past years; we have planted more than 1000 trees in local school and roadside. Moreover, we tried to aware our community and representatives about importance of tree plantation.



Tree plantation program

CULTURAL ACTIVITIES:

Comfit Composite knit Ltd arranged Inter Football Tournament each year. Company has a tremendous playground space and it's totally unrestricting for their employees.



Comfit playground

COMMUNITY DONATION:

Comfit Composite Knit Ltd is regularly donating to local school and mosque for helping our local community for their education.

CHAPTER TEN

(ACIEVEMENTS)

ACHIEVEMENTS ON ORGANIZATIONAL GOOD PRACTICE:

- Facility has got the Gold LEED certifications from USGBC.
- WRAP certified with Gold category.
- Global Organic Textile Standard certificate.
- Global Organic Textile Standard (GOTS) certified.
- Organic Content Standard (OCS) certification facility has got.
- Oeko- Tex Standard certifications.
- Obtain certification of Occupational Health & Safety Assessment Series (OHSAS 18001) in 2017.
- Certifications & crest received on Occupational Health & Safety in the year of 2018.
- Recognitions Letter awarded from ACCORD/ RSC body.

	
<p>Good Practice Award- 2018 _ Occupational Health & Safety</p>	<p>Gold LEED Certified Building</p>
	
<p>Recognition Letter received from ACCORD / RSC</p>	<p>WRAP Gold Certified</p>

ACHIEVEMENTS FROM SPORTS:

- We have achieved championship trophy in **Dhaka Futsal Cup- 2022**.
- Champions of **Upstrike Bangabandhu Corporate Cup- 2021**.
- Champions of **Ascent Corporate Football Tournament** in the year of 2019.
- We have achieved 3rd Place at **Asia Pacific Football Tournament- 2019 (Saigon, Vietnam)**.
- Awarded Championship trophy at **Standard Chartered Trophy- 2019**.
- Facility has got the championship trophy **Dhaka Futsal Cup- 2019**.
- Champions of **BGMEA Cup- 2018** and hold the **Runner-Up** trophy in the year of 2016 & 2017.
- Champions of **Mir Corporate Fiesta- 2017**.
- Champions of **Ascent Corporate Football Tournament** in the year of 2017.

 	
<p><i>Champions of Dhaka Futsal Cup- 2022</i></p>	<p><i>Champions of Upstrike Bangabandhu Corporate Cup- 2021</i></p>
	
<p><i>Champions Ascent Corporate Football Tournament- 2019</i></p>	<p><i>Champions Ascent Corporate Football Tournament- 2017</i></p>
	
<p><i>Champions of BGMEA Cup- 2018</i></p>	



*Achieved 3rd Place at Asia Pacific Football Tournament- 2019
(Saigon, Vietnam)*



Championship trophy at Standard Chartered Trophy- 2019.



Champions of Mir Corporate Fiesta- 2017



Champions of Ascent Corporate Football Tournament- 2017

CHAPTER ELEVEN

(CONCLUSION)

CONCLUSION:

Our primary aim to ensure workplace Safety as well as creating an Eco-friendly environment for all. Whenever facility has got the opportunity to do better for their employees or for the environment, they do better without any hesitations. That's why employees feel safe at work in **Comfit Composite Knit Ltd**, they more likely to be feel confident in their works.