STeP

Standard
OEKO-TEX® STeP

Edition 02.2025

OEKO-TEX®
International Association for Research and Testing in the Field of Textile and Leather Ecology.
國際環保紡織及皮革協會

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STeP

Contents

內容

1	Purpose	1	目的
2	Applicability	2	適用範圍
3	OEKO-TEX® STeP trademark	3	OEKO-TEX® STeP 商標
3.1	Content and statement	3.1	內容和聲明
3.2	Licensing	3.2	授權許可
3.3	Trademark use	3.3	商標使用
4	Defining the modules	4	定義模塊
4.1	Chemical Management	4.1	化學品管理
4.2	Environmental Performance	4.2	環境績效
4.3	Environmental and Energy Management	4.3	環境與能源管理
4.4	Social Responsibility	4.4	社會責任
4.5	Quality Management	4.5	質量管理
4.6	Health and Safety	4.6	健康和安全
5	Testing and certification process	5	檢測和認證流程
5.1	General conditions	5.1	通用條件
5.2	Certification process	5.2	認證過程
5.3	Assessment tool	5.3	評估工具
5.4	Scoring system	5.4	評分系統
5.5	Audits	5.5	審核
5.6	Rights of the auditors	5.6	審核人員的權利
5.7	Audit report	5.7	審核報告
5.8	Issuing the certificate	5.8	頒發證書
5.9	Validity and renewal of the certificate	5.9	證書有效性和續期
5.10	Benchmarks	5.10	基準
5.11	Acceptance of Third-Party certification systems	5.11	第三方認證體系的承認
5.12	Other applicable standards	5.12	其他適用標準
5.13	Information references	5.13	信息參考
6	Legal Relationship between customer and OEKO-TEX®	6	客戶與 OEKO-TEX®之間的法律關係

Annex		附錄	
1	OEKO-TEX® Institutes	1	OEKO-TEX®機構
2	Labelling	2	標籤
3	OEKO-TEX® STeP Chemical List	3	STeP OEKO-TEX®化學品清單
4	Prohibited and hazardous production processes	4	禁止和危險的生產工序
5	Limit values for wastewater effluents and air emissions	5	廢水排放和空氣排放物的限量值
6	Viscose (CV) and Modal (CMD)	6	黏膠纖維（CV）與莫代爾纖維（CMD）
7	Other Reference Values	7	其他參考值
8	Referenced Third-Party RSL's (Restricted Substance List)	8	參考的第三方 RSL（受限物質清單）
9	Accepted Third-Party certification systems	9	認可的第三方認證體系
10	Additional information references and tools	10	更多信息參考資料和工具
11	Exclusion criteria	11	排除標準
12	Terms and definitions	12	名詞和定義
I	Code of Conduct	I	行為準則
II	Terms of Use	II	使用條款（ToU）

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Imprint

Editor
OEKO-TEX® Service Ltd.
Genferstrasse 23
CH-8002 Zurich (Switzerland)

Place of origin:
Zurich (Switzerland)

Printing:
Own copy system

Selling price
Only available as soft copy

版本

編輯
OEKO-TEX® Service Ltd.
Genferstrasse 23
CH-8002 蘇黎世(瑞士)

原產地
蘇黎世(瑞士)

印刷:
自設複印系統

售價
僅提供電子版

STeP

1 Purpose

The OEKO-TEX® STeP standard is part of the testing, certification and licensing products offered by the OEKO-TEX® Service Ltd. (OEKO-TEX®). Further information on the product portfolio can be found on the OEKO-TEX® website (www.oeko-tex.com). A list of OEKO-TEX® approved institutes (Institute) can also be found there as well as in Annex 1.

The OEKO-TEX® STeP standard (Standard) is a normative document that defines the technical conditions for the certification of production facilities throughout the entire textile and leather production chain and for the licensing of the OEKO-TEX® STeP trademark. The applicable Terms of Use (ToU) for all OEKO-TEX® products (standards) as defined in Annex II also apply.

The objective of STeP certification is the permanent implementation of environmentally friendly production processes, optimal health and safety protection and socially responsible working conditions. STeP certification offers a comprehensive analysis and assessment regarding sustainable production conditions. This includes the support of the production facilities in measuring and sustainably improving their environmental performance, health and safety performance and social responsibility, as well as transparent disclosure of these points to the industry and consumers.

目的

OEKO-TEX® STeP 標準作為檢測、認證和授權許可的一部分，由 OEKO-TEX® Service Ltd.（OEKO-TEX®）提供。有關產品組合的詳細信息，請訪問 OEKO-TEX®網站(www.oeko-tex.com)。在網站及附錄 1 中，可查看 OEKO-TEX®成員機構列表。

OEKO-TEX® STeP standard（標準）是規範性文件，規定了整個紡織和皮革生產鏈中的設施認證以及 OEKO-TEX® STeP 商標許可的技術條件。附錄 II 及附錄 I 中規定的適用於所有 OEKO-TEX®產品(標準）的使用條款(ToU)和行為準則（CoC）也同樣適用。

STeP 認證之目標在於持續導入環境友善的生產程序、完善的健康與安全保障，以及具社會責任之工作條件。STeP 認證提供對永續生產條件的全面分析與評估，其中包括協助生產設施衡量並持續改善其環境績效、健康與安全表現及社會責任，同時將這些成果透明地揭示予業界與消費者。

2 Applicability

The OEKO-TEX® STeP standard can be applied for the certification of production facilities throughout the entire textile and leather production chain. For textiles this includes production facilities in every processing stage, from the production of fibres (non-agricultural) to spinning mills, weaving mills and knitting mills to finishing facilities, as well as manufacturers of ready-made clothes, textile logistics centres and manufacturers of accessories, foams and mattresses. For leather this includes production facilities from the beamhouse to tanning, retanning, dyeing, fatliquoring and finishing facilities, as well as making up of leather, leather logistics centres and manufacturers of accessories.

OEKO-TEX® STeP assesses the performance of production facilities for the entire textile production chain, including:

- Ginning
- Spinning, twisting, special yarn production, winding, assessmbling etc.
- Wet spinning
- Weaving, knitting, production of non-woven, felting, tufting, embroidering etc.

適用範圍

OEKO-TEX® STeP 標準適用於整個紡織品和皮革生產鏈中生產設施的認證。對於紡織品，包括從非農業纖維生產、紡紗、梭織針織生產到後整理和服裝成品製造商、紡織品物流中心以及輔料、泡綿和床墊製造商每個生產階段的生產設施。對於皮革，包括從浸灰間到鞣製、复鞣、染色、加脂和後整理設施等生產設施，以及皮革製成、皮革物流中心和輔料製造商。

OEKO-TEX® STeP 評估整個紡織品生產鏈中生產設施的績效，包括：

- 軋棉
- 紡紗、加撚、特種紗生產、卷繞、組合等。
- 濕紡
- 梭織、針織、無紡布生產、制氈、簇絨、刺繡等

- Pretreatment, dyeing, printing, finishing, coating, industrial washing/laundry etc.
- Making up of products
- Manufacturing of accessories
- Manufacturing of foams and mattresses
- Textile logistics
- Others

OEKO-TEX® STeP assesses the performance of production facilities for the entire leather production chain, including:

- Beamhouse
- Tanning
- Retanning, dyeing, fatliquoring
- Finishing of leather
- Making up of leather products
- Manufacturing of accessories
- Leather logistics
- Others

This standard is intended to be applied to facilities (production facilities) for specific textile and leather products (see DIN 60000 “Textiles, basic terms and definitions” and DIN EN 15987 “Key definitions for the leather trade”), their intermediate products, accessory parts and logistics centres. Also other production facilities that are connected to textile/leather industry or producing materials used in the textile/leather industry like e.g. shoes, foams, etc. may be certified according to OEKO-TEX® STeP. In any case the whole facility within the scope of STeP shall be certified. Consideration of only parts or single production lines within a production site is not permitted.

Producers of hides or leather materials which are excluded according to the OEKO-TEX® LEATHER STANDARD are not eligible to apply for STeP.

Further details regarding the different types of operation can be found in the OEKO-TEX® MADE IN GREEN Standard.

- 前處理、染色、印花、後整理、塗層、工業清洗/洗衣等。
- 產品製成
- 輔料的生產
- 泡綿和床墊的生產
- 紡織品物流
- 其他

OEKO-TEX® STeP 評估整個皮革生產鏈中生產工業區的績效，包括：

- 初級皮革加工工段（Beamhouse）
- 鞣製
- 再鞣、染色、加脂
- 皮革整理
- 皮革產品縫製
- 輔料配件的生產
- 皮革物流
- 其他

本標準適用於特定紡織與皮革產品之生產設施（見 DIN 60000〈紡織品：基本術語與定義〉及 DIN EN 15987〈皮革行業關鍵定義〉），包括其中間產品、配件及物流中心。其他與紡織 / 皮革產業相關或生產供該產業使用材料（如鞋類、泡棉等）之設施，亦可依 OEKO-TEX® STeP 申請認證。無論何種情況，均須對 STeP 範圍內整個設施進行認證，不得僅限於單一部門或生產線。

OEKO-TEX® LEATHER STANDARD 不可認證的獸皮或皮革材料生產商，也不符合申請 STeP 認證的條件。

有關不同生產類型的更多詳細信息，請參閱 OEKO-TEX® MADE IN GREEN 標準。

3 OEKO-TEX® STeP trademark

OEKO-TEX® STeP 商標

3.1 Content and statement

內容和聲明

Sustainable **Te**xtile & **L**eather **P**roduction OEKO-TEX® STeP is an independent certification system for manufacturers, retail companies and manufacturers from the textile and leather chain who want to communicate their achievements regarding sustainable production of their supply chain to the public in a transparent, credible and clear manner.

可持續紡織品和皮革生產認證 OEKO-TEX® STeP 是一個獨立的認證體系，適用於紡織品和皮革產業鏈中的製造商、零售公司和生產商，他們希望以透明、可信和清晰的方式向公眾宣傳其供應鏈在可持續生產方面所取得的成就。

STeP

OEKO-TEX® STeP evaluates, tests and certifies the following modules in the textile and leather production chain:

- Chemical Management
- Environmental Performance
- Environmental Management
- Social Responsibility
- Quality Management
- Health and Safety

OEKO-TEX® STeP 對紡織品和皮革生產鏈中的以下模塊進行評估、測試和認證：

- 化學品管理
- 環境績效
- 環境管理
- 社會責任
- 質量管理
- 健康和安全

To qualify for certification in accordance with OEKO-TEX® STeP, production facilities must meet the necessary criteria in the modules mentioned above. Various ratings that are updated in regular intervals can be achieved, based on the performance classes defined in the standard.

要獲得 OEKO-TEX® STeP 的認證資格，生產設施必須符合上述模塊中的必要準則。基於標準中定義的績效等級，可以獲得定期更新的各種評級。

Thanks to its modular analysis system, STeP certification can comprehensively and reliably analyse the extent to which production and logistics facilities operate in a sustainable, environmentally friendly and socially responsible manner.

憑藉其模組化分析系統，STeP 認證可全面且可靠地評估生產與物流設施在永續性、環境友善及社會責任方面之運作程度。

To ensure the necessary level of transparency and comparability, the same STeP criteria applies worldwide. Through dynamic ongoing development, the criteria are regularly analysed, reassessed and, if needed, updated, for instance, to take new market developments, legal provisions and scientific findings into account.

為確保所需之透明度及可比性，全球皆採用一致的 STeP 評估準則。此等準則透過持續動態之發展而定期進行分析、重新評估，並於必要時更新，以反映市場新趨勢、法規要求及最新科學研究成果。

To attain certification in accordance with this standard and receive permission to use the OEKO-TEX® STeP trademark, production facilities must meet the necessary criteria in all the specified fields of activity (modules).

要獲得本標準的認證並獲得使用 OEKO-TEX® STeP 商標的許可，生產設施必須符合所有指定活動領域（模組）中的必要準則。

The criteria are expressed in shall or should. The use of "shall" in the standard document indicates an obligation and identifies all criteria that must be fulfilled in order to achieve certification. The use of "should" in this standard indicates requirements that reflect a recommendation for continuous improvement.

標準以 "應 "或 "應當 "表示。 在標準文件中使用 "應 "表示一種義務，並確定為獲得認證必須滿足的所有標準。 本標準中使用 "應當 "表示要求，反映了對持續改進的建議。

The OEKO-TEX® STeP trademark is a mark (label, logo, word mark) for textile and leather production facilities that have been certified in accordance with the technical conditions in this standard.

OEKO-TEX® STeP 商標（標誌、標籤或文字標記）是授予依據本標準技術條件通過認證之紡織與皮革生產設施的標誌。

The terms and conditions for licensing and trademark use are governed by the Terms of Use (ToU).

使用條款(ToU)中規定了授權許可和使用商標的條款和條件。

3.2 Licensing

授權許可

The OEKO-TEX® STeP trademark is comprehensively protected under trademark law. Registrations of this label exist as a trademark on a worldwide basis. To strengthen its legal protection, not only is the label itself protected, but the word marks OEKO TEX, OEKOTEX and ÖKO-TEX and

OEKO-TEX® STeP 商標受商標法全面保護，該標誌已於全球多個地區註冊為正式商標。為加強其法律保障，不僅標誌本身受保護，「OEKO TEX」、「OEKOTEX」及「ÖKO-TEX」等文字商標，以及標誌與地球圖樣等各項設計元素，亦分別受到獨立保護。

various design elements such as the logo and globe are also separately protected.

The OEKO-TEX® STeP trademark may be used only by those authorised to do so. The prerequisite for licensing is the issuing of a certificate in accordance with the conditions specified in this standard. The licence is issued with the handover of the certificate from the testing OEKO-TEX® institute to the customer.

僅獲授權者方可使用 OEKO-TEX® STeP 商標。授權之前提為依據本標準所載條件核發之證書。該授權於負責測試之 OEKO-TEX® 檢測機構將證書交付客戶時生效。

3.3 Trademark use

商標使用

To use the OEKO-TEX® STeP trademark, the regulations contained in the ToU and principles and illustrations shown in Annex 2 must be complied with. The use of the trademark in any other type or form is explicitly not allowed.

使用 OEKO-TEX® STeP 商標時，必須遵守《使用條款》(ToU) 中所載之規定，以及附件二所示之原則與範例。任何其他形式或方式之商標使用均明令禁止。

Even the omission of individual elements of the trademark is strictly forbidden. In particular, the details regarding the certificate number and the Institute are mandatory and must match the corresponding certificate.

嚴厲禁止缺省商標的任何一部分。具體而言，證書編號和認證機構為強制性內容，且必須與對應證書一致。

These obligations are essential. Any violation of them results in the immediate withdrawal of the certificate and of the licence to use the trademark.

這些義務非常重要。任何違反這些義務的行為都會導致證書和商標使用許可被立刻吊銷。

4 Defining the modules

定義模塊

4.1 Chemical Management

化學品管理

The chemical management module deals with chemicals and their specific properties. Its most important aspects are the detection and prevention of any potentially negative effects of chemicals in the produced products and on the environment and the dangers arising when they are used. Particular attention is paid to how chemical hazards and risks can be minimised and ideally avoided. The module overlaps with other OEKO-TEX® STeP modules in many ways, sharing many of their issues and influences, particularly the “environmental performance” and “health and safety” modules.

化學品管理模塊涉及化學品及其特定屬性。其最重要的方面是檢測並預防所生產產品中化學品的任何潛在負面影響以及它們在使用過程中對環境造成的影響和產生的危害。其特別注重如何最大程度減小並很好地避免化學危害和風險。該模塊在很多方面與其他 OEKO-TEX® STeP 模塊（特別是“環境績效”和“健康與安全”模塊）重疊，共享當中的許多問題和影響。

4.1.1 Purpose

目的

Chemicals are needed in most processes in textile and leather production. They can be used for the following purposes (among others):

大多數生產紡織品和皮革的工藝都需要使用化學品。它們可用於以下目的（不限於以下所列）：

- Dyeing and printing
- Finishing: for instance, by applying specifically and specially developed finishes on textiles and leather to achieve certain features such as crease-resistant, easy-care, water-repellent, softening, flame-retardant, hygienic, dirt-repellent or mosquito-repellent properties, etc.
- Pre-treatment and scouring: for instance, removing undesired by-products and stains (bleaching, washing, cleaning)

- 染色與印花
- 後整理：例如，通過在紡織品和皮革上施用特定專門開發的整理劑來實現某些特徵，例如防皺、易護理性、防水、柔軟、阻燃、衛生、防污或防蚊特性等
- 前處理與精煉：例如透過漂白、洗滌或清潔等程序去除副產物、汙漬或天然蠟質等不需要的殘留與雜質之工序。

- Lubrication and sizing: for instance, the introduction of special physical properties to ensure that the textiles are suitable for later processes and do not become damaged or destroyed
- Colour fastness and improving physical and physical-chemical properties: for instance, to reduce pilling
- Correcting faulty production: for instance, stripping off dyes
- Protecting textiles and leather from the influence of micro-organisms, ultraviolet light, chlorine, etc.

- 潤滑和上漿：例如，引入特殊的物理特性，以確保紡織品適用於後期工藝而不會損壞或毀壞
- 色牢度及物理與物理化學性能之改善，例如降低起毛球現象。
- 校正故障生產: 例如剝離染料
- 保護紡織品和皮革免受微生物、紫外線、氯等的影響

In addition, chemicals that are used in the production facilities for other purposes should be controlled:

此外，應對生產設施中用於其他目的的化學品進行控制：

- Maintenance, cleaning and operation of installations, machines, equipment, products and other goods
- Treatment of wastewater and air emission
- Reagents for use in internal laboratory tests
- Chemicals used in industrial laundries are also of concern like washing detergents, acids, bleaching agents (e.g. Javel, Hydrogen Peroxide) and anti-bacteria auxiliaries etc.

- 設施、機器、設備、產品和其他物品的維護、清潔和操作
- 廢水和廢氣排放的處理
- 用於內部實驗室檢測的試劑
- 工業洗衣房使用的化學物質也值得關注，如洗滌劑、酸、漂白劑（如 Javel、雙氧水）和抗菌助劑等。

Chemicals may be used for a wide variety of purposes for adding value in a facility. For a chemical to be defined as “effective for a specific purpose”, it shall have positive properties that surpass its potential hazardous properties and the dangers associated with them.

化學品可於生產設施中用於多種增值用途。若一種化學品被界定為「對特定用途具有效性」，則其正面效益必須超越其潛在危害特性及相關風險。

A chemical management system (CMS) is the preferred method for providing risk management for a facility in relation to the special properties of chemicals, and for establishing conclusions and consequences based on the sourcing, receipt, storage, use, application and disposal of chemicals. A chemical management system should ensure that the produced and treated products are safe for the end consumer. To do so, a hazard evaluation system must be used that works based on the principles of “Know, assess and optimise”. The CMS is an indication of the awareness of the chemicals used in a facility and their intended use. The facility has an evaluation system for determining the hazards and risks of the chemicals used and uses this evaluation as the basis for determining the various risks of chemicals that are used for similar areas of application. The CMS should enable the company to respond quickly and appropriately to changes in relation to the legal and ethical framework conditions of chemicals for the production facility and the market.

化學品管理系統（CMS）是針對化學品的特殊屬性為設施提供風險管理的首選方法，也是根據化學品的來源、接收、儲存、使用、應用和處置來確定結論和後果的首選方法。 化學品管理系統應確保生產和處理的產品對最終消費者是安全的。 為此，必須根據 "了解、評估和優化 "的原則使用危害評估系統。 化學品安全管理系統（CMS）顯示了設施對所使用化學品及其預期用途的認識。 設施有一套評估系統來確定所使用化學品的危害和風險，並以此為基礎來確定用於類似應用領域的化學品的各種風險。 化學品安全管理系統應使公司能夠對生產設施和市場上化學品的法律和道德框架條件的變化做出快速和適當的反應。

A chemical management system fulfils its purpose if it covers the following issues:

化學品管理體系如果涵蓋以下要點，即可履行其目的：

- Company policy regarding chemicals

- 企業化學品相關政策

- Designation of a responsible person for chemical management
- Chemical inventory list (all products for production processes, washing processes in industrial laundries and for maintenance/cleaning within the facility)
- Collection of basic information about/knowledge of the chemicals (safety data sheets as per GHS guidelines)
- Comprehensive information about/knowledge of the chemicals (active data research)
- Knowledge of the requirements placed on the produced articles in terms of legal requirements and buyer requirement catalogues (RSLs)
- Assessment of chemicals
- Risk assessment for identified critical chemicals
- Promotion of green chemistry

- 指定負責化學品管理的人員
- 化學品庫存清單（用於生產過程、工業洗衣房洗滌過程和設施內維護/清潔的所有產品）
- 收集有關化學品的基本信息/知識（符合 GHS 指南的安全數據表）
- 有關化學品的完善的信息/知識（活動數據研究）
- 有關法規要求和買方要求目錄(RSL)中對生產的製品的要求的知識
- 化學品評估
- 已確定的關鍵化學品風險評估
- 綠色化學的推廣

4.1.2 Company policy regarding chemicals

企業化學品相關政策

The first step in the introduction of a Chemical Management system is a management statement on the subject of chemicals in the facility. This statement may be part of another management system such as the Quality Management System (QMS) or Environmental Management System (EMS). However, it can also be compiled as a standalone document.

建立化學品管理系統的第一步，是由管理層就設施內化學品相關事宜發表聲明。此聲明可納入其他管理系統（如品質管理系統 QMS 或環境管理系統 EMS）的一部分，亦可作為獨立文件編制。

Ideally, targets for eliminating or reducing the negative effects of chemicals can be taken or derived from this management policy. The statement shall also include the facility policy on the continued education and training of employees regarding working with chemicals to convey to them the knowledge required to identify and appropriately respond to the physical, health or environmental effects related to the chemicals used.

理想情況下，可以從該管理政策中提取或衍生出消除或減少化學品負面影響的目標。 聲明中還應包括設施對員工進行有關化學品工作的持續教育和培訓的政策，向員工傳授識別和適當應對所使用化學品對身體、健康或環境造成的影響所需的知識。

To ensure chemicals are handled efficiently in every regard, at least one responsible person shall be appointed. This person is responsible for chemical management, reports to the management board and acts as a contact person for external inquiries.

為確保化學品在各個方面都得到高效處理，應指定至少一名負責人。此人負責化學品管理，向董事會報告，並作為外部調查的聯繫人。

4.1.3 Chemical inventory list

化學品庫存清單

The absolute minimum requirement for a Chemical Management system is an inventory list of all chemicals used in the facility (including production chemicals as well as those used for washing, cleaning and maintenance, etc.). The inventory list shall contain the following information at minimum:

化學品管理系統的絕對最低要求是生產中使用的所有化學品的庫存清單（包括化學品生產以及用於清潔、維護等的化學品）。 庫存清單應至少包含以下資訊：

- The product name (the trade name of the product or chemical identification, substance name)

- 產品名稱（產品的商品名或化學品名稱、物質名稱）

The Safety Data Sheet (SDS) shall be available for each chemical in the facility (both production-relevant and non-production-relevant) and easily

每一種於設施中使用之化學品（無論是否與生產相關）均須具備安全資料表（SDS），並應確保相關員工可隨時方便取得。設施須清楚掌握所使用化學品之

available/accessible to relevant employees. The facility shall know the following aspects of the chemicals used, which should preferably be maintained in an inventory list or ERP.

相關資訊，並建議將其整理於化學品清單或企業資源規劃系統（ERP）中加以維護。

- Classification of the chemical based on its physical, health and ecological risks as per the GHS (globally harmonized system). This information can be found in the GHS-compliant SDS.
- Composition of the individual chemical components of the chemical (including their percentage values) and the corresponding CAS number(s)
- Hazard codes (GHS code, H and P codes) for the named individual chemical substances
- Registration information for the chemical substances (EINECS number, EC number, REACH registration number, etc.)
- Minimum, maximum and actual stock of the chemical

- 根據 GHS（全球化學品統一分類和標籤制度），基於化學品的物理、健康和生態風險對其進行分類。此信息可參見符合 GHS 要求的 SDS。
- 化學品各化學成分的組成（包括其百分比值）及對應的 CAS 號
- 所列單一化學物質之危害代碼（GHS 代碼、H 與 P 代碼）
- 化學物質的註冊信息（EINECS 編號、EC 編號、REACH 註冊編號等）
- 化學品的最低、最高和實際庫存。

OEKO-TEX® STeP cooperates with The BHive®. The tool can be used to manage all chemical inventories generated and gathered from wet-processing facilities. An additional app allows facilities to use their smartphones to collect information about their chemical products used on site and determine in seconds which products meet the sustainability requirements of the STeP MRSL (including other sustainability requirements like ZDHC and many brands/retailers). All STeP customers with chemical products (wet-processing) can use the BHive® platform free of charge within the scope of STeP. With this integration, our STeP customers can take advantage of The BHive®'s extensive chemical database to enhance the completeness of their chemical inventory in a simple and comprehensible manner.

OEKO-TEX® STeP 與 The BHive® 合作。此工具可用於管理所有由濕製程設施產生及彙整之化學品清單。其附加應用程式可讓設施透過智能手機收集現場使用之化學品資訊，並於數秒內判斷哪些產品符合 STeP MRSL 之永續性要求（包括 ZDHC 及多個品牌／零售商等其他永續性標準）。所有進行濕製程並使用化學品之 STeP 客戶，皆可於 STeP 認證範圍內免費使用 The BHive® 平台。透過此整合，STeP 客戶可利用 The BHive® 之龐大化學品資料庫，以簡明易懂的方式提升其化學品清單的完整性。

4.1.4 Banned Chemicals, MRSL

禁用化學品,MRSL

All the substances that are not permitted to be used in facilities certified by OEKO-TEX® STeP are included in a comprehensive list in Annex 3. For space-saving reasons, not all CAS numbers are listed individually but are integrated under "Various". This may mean that a substance appears in the STeP MRSL check during the audit process and must therefore not be used. The chemicals list, SDS and any other information about the chemical provided by manufacturer need to be checked against Annex 3. Produced products need to meet the statutory regulations of the country in which the finished products are ultimately sold. A variety of organisations provide information about which chemicals are regulated in which countries. This information is available in the form of lists. These lists are also a valuable source for determining potentially hazardous substances and are listed in Annex 7.

通過 OEKO-TEX® STeP 認證的設備中不允許使用的所有物質都列在附件 3 的綜合清單中。 為節省篇幅，並非所有 CAS 編號都單獨列出，而是整合在「各種」之下。 這可能意味著在審核過程中，某種物質會出現在 STeP MRSL 檢查中，因此不得使用。 需要根據附件 3 檢查製造商提供的化學品清單、安全數據單和有關化學品的任何其他資訊。 生產的產品必須符合成品最終銷售所在國的法律規定。 許多組織都會提供有關哪些化學品在哪些國家受到管制的資訊。 這些資訊以清單的形式提供。 這些清單也是確定潛在危險物質的重要來源，列於附件 7。

It should be noted that the presence of a banned chemical listed either in a statutory regulation or

應當指出的是，生產的產品中含有法規或受限物質清單中列出的禁用化學品，可能並非是有意在生產中使

STeP

an RSL in the produced product may not necessarily be the result of the deliberate use of the relevant substance in production. These chemicals are also not permitted to appear as unintentional contaminants, stabilisers or degradation products of a chemical that is used intentionally. The most well-known example of this is the legal prohibition in many countries of certain azo dyestuffs that are cleavable into carcinogenic arylamines during analysis.

用了相關物質。這些化學品也不應以意外污染物、穩定劑或故意使用的化學品的降解產物出現。在這方面最著名的例子是許多國家通過法律禁用某些偶氮染料，因為這些染料在分析過程中會裂解為致癌芳香胺。

Since there is a chance that chemicals used can contain impurities or contaminations of substances listed in the STeP MRSL, Annex 3 (e.g. APEO's, phthalates etc.) , the facility should be aware of this. Suppliers of commodity chemicals should be contacted in such cases when detected in wastewater tests.

由於使用的化學品可能含有 STeP MRSL 附錄 3 所列物質（如 APEO、鄰苯二甲酸酯等）的雜質或污染，設施應對此有所認知。若在廢水測試中檢出此類物質，應聯絡化學品供應商進行追蹤與確認。

OEKO-TEX® STeP certified facilities shall define a strategy and appropriate measures and tools for ensuring that the manufactures and treated (e.g. washed) products do not represent a risk to the health of the end consumer and do not conflict with the MRSL included in Annex 3. Certification in accordance with STANDARD 100 and LEATHER STANDARD by OEKO-TEX® for the manufactured products is an efficient and cost-effective way to fulfil this requirement.

通過 OEKO-TEX® STeP 認證的設施應制定策略和適當的措施和工具，以確保製造和處理（如水洗）的產品不會對最終消費者的健康構成風險，也不會與附件 3 中的 MRSL 相衝突。 根據 OEKO-TEX® 的 STANDARD 100 和 LEATHER STANDARD 標準對製成品進行認證，是滿足此要求的有效且經濟的方法。

4.1.5 Communication

溝通

If the produced products intentionally contain substances that need to be removed in subsequent production processes and that are therefore present in the wastewater from the subsequent processes, these substances need to be reported to the buyer. That gives downstream production facilities the opportunity to remove the substance through a suitable process. In addition, information about the most advantageous treatment of the waste is provided. Examples of substances that are intentionally added and removed later include spinning finishes or waxes and sizing agents used prior to weaving.

若製成品中有意添加需於後續生產程序中去除之物質，且該等物質因而出現在後續工序之廢水中，則必須將此資訊通報予買方。此舉可使下游生產設施得以透過適當程序去除相關物質。此外，亦應提供有關廢棄物最合適處理方式之資訊。此類有意添加並於後續去除之物質範例包括紡絲用油劑或蠟，以及織造前使用之上漿劑。

There are also mandatory legal requirements for communicating certain contents of specific chemicals to the purchaser. This affects, for example, chemicals that are listed in the SVHC Candidate List (REACH, see Annex 9) and that are found with a content of more than 0.1 w-% in products. This is a legal requirement for businesses in Europe and for imports to the European Union. Since 05.01.2021 all articles containing >0,1% (g/g) of SVHC substances shall be notified in the SCIP (Substances of Concern in articles) ECHA database.

針對特定化學品，亦有法律強制要求須向採購方通報其特定成分資訊。此規定適用於例如列入《REACH 法規》高度關注物質（SVHC）候選清單（見附件 9）且於產品中含量超過 0.1 重量百分比（w-%）之化學品。該要求為歐洲境內企業及輸入歐盟產品之法定義務。自 2021 年 1 月 5 日起，所有含有超過 0.1%（g/g）SVHC 物質之產品，均須於 ECHA 的 SCIP（Substances of Concern in Products）資料庫中進行通報。

There are further regulations and reporting requirements worldwide that vary greatly by country and region. The seller is responsible for meeting all such requirements.

全球範圍內的其他法規和報告要求因國家和地區而存在較大差異。賣方有責任滿足所有此類要求。

4.1.6 Chemical hazards and risks

化學品危害和風險

Critical elements first need to be determined in order to systematically improve the performance of the facility with regard to the chemicals used and minimise the hazards associated with them.

首先需要確定關鍵要素，以便系統地改善設施在所用化學品方面的績效，並最大程度減小與這些化學品相關聯的危害。

This can be done by means of a hazard assessment of the chemicals based on defined and established scientific criteria for physical, health and environmental impacts. A variety of reference values, electronic assessment tools or certifications through third-parties are available for chemicals and can provide valuable information about performing this task. Some of the tools and widely recognised reference values are listed in Annex 6 and Annex 9 of this standard.

這可以通過基於物理、健康和環境影響的明確的既定科學標準對化學品進行危害評估來實現。由第三方提供的各種參考值、電子評估工具或認證可用於化學品，並且可提供有關執行此任務的有價值的信息。本標準的附錄 6 和附錄 9 中列出了一些工具和廣泛認可的參考值。

Following the evaluation of the chemicals by the facility and the identification of any other critical chemicals, a risk assessment has to be performed.

在設施對化學品進行評估並識別出所有關鍵化學品之後，必須進行風險評估。

4.1.6.1 Hazard assessment

危害評估

Hazards can be defined by the potential effects that a chemical can cause (acute, chronic, etc.), and the risk is the numerical probability for the occurrence of this effect resulting from combining the hazard and exposure. Therefore:

危害可以通過化學品可能導致的潛在影響（急性、慢性等）來定義，而風險是由危害和暴露相結合而產生這種影響的數值概率。因此：

Risk = Hazard x Exposure

風險=危害 x 暴露

The first step in the hazard assessment is to comply with all the legal requirements for operating the facility and using the finished product.

危害評估的第一步是遵守經營設施和使用成品的所有法規要求。

The second step in the hazard assessment is the formal acceptance of chemicals that are not permitted to be used in the environment or in production above their “secure” criteria by verifying them through analyses and audits of an MRSL [blacklist].

危害評估之第二步，為正式確認不得在環境或生產中超過其「安全」標準使用之化學品。此確認須透過對受限物質清單 (MRSL [黑名單]) 之分析與審查加以驗證。

In the third step of the hazard assessment, the chemical composition of the ingredients or components of the commercial product are identified, and the applicable CAS number or EC number is assigned.

在危險評估的第三步，識別商業產品的成分或組分的化學組成，並指定適用的 CAS 編號或 EC 編號。

The fourth step of the evaluation is to establish “limit values or criteria limits” for critical hazards posed by these chemical ingredients. This results in the optimisation of processes or the use of better, less hazardous substitute substances.

評估的第四步是針對這些化學成分造成的重大危害確定“限量值或標準限量值”。這可導致工藝得到優化或使用更好、危險性更低的替代物質。

The fifth step in the assessment is to understand the significance and implication of “green chemistry” and to use this knowledge in combination with a hazard assessment of ingredients in order to achieve continuous improvements and use more environmentally friendly and less toxic alternatives.

評估之第五步為理解「綠色化學」之意義與影響，並結合成分危害評估，以持續改進並採用更環保且低毒性之替代品。

4.1.6.2 Risk assessment

風險評估

A risk assessment in the context of a Chemical Management system shows a specific identified hazard for a specific chemical and the ways in which this hazard may arise prior to, during or after production. This principle applies to any potential hazards, whether they are of a physical nature or have an effect on health or the environment.

化學品管理體系中的風險評估顯示了識別出的特定化學品的特定危害以及在生產之前、期間或之後可能產生這種危害的方式。該原則適用於所有潛在的危害，包括因化學品物理性質引起的危害和對健康或環境造成的影響。

The subject matter of a risk assessment may be:

風險評估的主題可為：

- Conformity in relation to obligations such as the REACH regulation, POP regulations or other environmental directives
- 符合 REACH 法規、POP 法規或其他環境指令等義務
- Customer requirements and expectations, particularly Restricted Substances Lists (RSL) or Manufacturing Restricted Substances Lists (MRSL)
- 客戶要求和期望，特別是受限物質清單(RSL)或製造過程受限物質清單(MRSL)

Examples:

示例：

- If a dyestuff has been identified as based on a prohibited arylamine, then the risk of failing a test for prohibited azo dyestuffs (a legal requirement in many countries) is unacceptably high and the produced product will be of no commercial value following this test result. Conclusion: this dyestuff cannot be used for production and shall be disposed of.
- 若某染料被確認含有被禁止之芳香胺基成分，則其未能通過禁用偶氮染料測試 (此為多國之法定要求) 之風險極高，且該產品經測試後將失去商業價值。結論：此染料不得用於生產，並須予以棄置。
- If a cleaning agent has been identified as having a high bioaccumulation factor and low degradability, but is used in a closed system and is fully recovered and recycled after the process, then the associated risk of polluting the environment
- 如果清洗劑已被確定具有高生物累積性和低降解性，但將其用於封閉系統，且在處理之後全部回收和再利用，則可將污染環境的相關風險評為較低。然而，必須記錄和檢查封閉系統的有效性和全部的回收情況。

may be rated as low. However, the efficiency of the closed system and the full recovery should be documented and checked.

- If a finishing agent has been identified as highly toxic for water organisms and cannot be completely eliminated by the wastewater treatment, which means that residues of this auxiliary agent are released into the environment, then this agent must be substituted.

One possible risk assessment method is described in chapter 4.5.10.

- 如果整理劑已被確定對水生生物具有高毒性且無法通過廢水處理完全消除，意味著該助劑的殘留物將被釋放到環境中，則必須替代該試劑。

其中一種可行之風險評估方法載於第 4.5.10 章。

STeP

4.1.7 Green Chemistry

綠色化學

The principles of green chemistry describe guidelines for all facilities that produce, process and dispose of chemicals in a technical context and that are committed to continuously minimising the potential negative effects of chemicals for the economy, health and the environment.

綠色化學原則為所有在技術層面上生產、處理及處置化學品的設施提供指導方針，旨在持續減少化學品對經濟、健康及環境的潛在負面影響。

Green chemistry is based on the following twelve principles (Anastas, P. T.; Warner, J. C. Green Chemistry: Theory and Practice, Oxford University Press: New York, 1998, p.30):

綠色化學基於以下 12 個原則(Anastas ,P. T.; Warner，J. C.綠色化學：理論與實踐，牛津大學出版社：紐約，1998 年，第 30 頁)：

- Prevention
- Atom economy
- Less hazardous chemical syntheses
- Designing safer chemicals
- Safer solvents and auxiliaries
- Design for energy efficiency
- Use of renewable feedstock
- Reduce derivatives
- Catalysis
- Design for degradation
- Real-time analysis for pollution prevention
- Inherently safer chemistry for accident prevention

- 預防
- 原子經濟性
- 減少危險化學品合成
- 設計更安全的化學品
- 更安全的溶劑和助劑
- 能源效率的設計
- 可再生資源的利用
- 減少衍生產品
- 催化作用
- 可降解性設計
- 污染防治的即時分析
- 防止事故發生的固有安全化學

The principles of green chemistry are derived from the principles of nature and are considered to be the most sustainable and integrated approach for a Chemical Management system.

綠色化學的原則源於大自然的原理，被視為化學品管理體系最可持續的綜合方法。

4.1.8 Acceptance of Third-Party certificates

認可的第三方認證

A list of recognised third-party certificates that are of significance to systems for chemical evaluation and chemical management can be found in Annex 8.

對化學品評估和化學品管理體系具有重要意義的受認可的第三方認證清單，可參見附錄 8。

If the facility is certified by third-parties, documents and records of the certification process, including the certificate and validity period, have to be provided to the OEKO-TEX® Institute.

如果設施獲得第三方認證，則必須向 OEKO-TEX®認證機構提供包括證書和有效期限在內的認證過程文件和記錄。

4.2 Environmental Performance

環境績效

This module concerns the environmental effects of the facility in relation to the handling and storage of chemicals at the facility, the use and consumption of resources (e.g. energy and water), emissions (wastewater, air emissions, carbon footprint/CO_2 emissions), waste production and general waste, packaging and transport and the prevention of unintentional incidents. Management objectives must be defined to measure the efficiency of machines and processes based on BAT (Best Available Techniques) and to determine the extent to which savings can be made in the areas of energy, water and

本模組關注生產設施在化學品處理與儲存、資源使用與消耗（如能源與水）、排放（廢水、廢氣、碳足跡／二氧化碳排放）、廢棄物產生與一般廢棄物、包裝與運輸，以及防止意外事故等方面之環境影響。須依據最佳可行技術（BAT）設定管理目標，以衡量機器與製程之效率，並評估在能源、水資源及其成本等方面之節約潛力。透過持續監測、管控與改進相關參數，可進一步強化管理效能。採用環境管理系統可使上述各項因素整合並受控於更高效率之管理架構中。

its costs. This can be supported through constant monitoring, control and improvement of these parameters. All these factors can be incorporated and controlled more effectively by using an environmental management system.

The environmental performance is based on legal requirements and the requirements of OEKO-TEX® STeP, as well as the generally accepted industry expectations.

環境績效基於法規要求和 OEKO-TEX® STeP 的要求以及普遍接受的行業預期。

4.2.1 Purpose

目的

The environmental performance of the facility shall be considered at all times and particular attention shall be paid to the following issues and objectives:

應隨時考慮設施的環境績效，並應特別注意以下問題和目標：

- Safe and efficient handling and storage of chemicals (chemical raw materials, auxiliaries, dyes, solvents, cleaning and degreasing agents, machine oils, etc.)
- 安全高效地處理和儲存化學品（化工原料、助劑、染料、溶劑、清洗劑和脫脂劑、機油等）
- Monitoring and control of consumption of energy resources
- 消耗的監管和控制
- Minimising water consumption by using BAT, monitoring and controlling resources
- 透過採用最佳可行技術（BAT）、監測及管控資源，以降低用水量。
- Minimising fresh water consumption by using recycled wastewater and/or harvested rainwater
- 利用回收的廢水和/或收集的雨水，盡量減少淡水消耗量
- Minimising the discharge of wastewaters with hazardous substances by using efficient treatment and recovery methods while observing regional and national water/wastewater quality requirements
- 通過有效的處理和回收，儘量減少含有害物質的廢水排放，同時考慮地方和國家水/污水品質要求
- Precautions to avoid impurities and the formation of substances harmful to health and the environment (e.g. Chromium VI)
- 避免雜質和形成對健康和環境有害的物質（例如六價鉻）的預防措施
- Prevention to create and avoid the release of microplastics during and/or after production
- 防止在生產過程中和/或生產後產生並避免釋放微塑膠。
- Control and minimising of air emissions, in consideration of regional and national emission limit values
- 控制和減少廢氣排放，同時考慮地方和國家的排放限量值
- Management of all types of waste, including reuse and recycling of waste wherever possible and the separation of all hazardous waste prior to disposal by a licenced facility
- 管理所有類型的廢棄物，包括任何可能廢棄物的再利用和再循環，及在獲許可的設施處置廢棄物前分離所有的危險廢棄物
- Minimisation of disposable packaging material
- 最大限度地減少一次性包裝材料的使用
- Minimizing negative impacts on ecosystems, protecting natural habitats, and avoiding practices that lead to the deterioration of biological diversity
- 盡量減少對生態系統的負面影響，保護自然棲地，並避免導致生物多樣性退化的行為。
- Data integrity and data management: environmental performance cannot be measured without good data collection, data management and reporting systems. This is of critical importance for measuring change
- 資料完整性和資料管理：沒有良好的資料獲取、資料管理和報告系統，就無法評定環境績效。這對於衡量變化至關重要
- Systems for controlling and preventing incidents with an environmental impact, such as spillages into water and soil, uncontrolled emissions and
- 建立用以控制及防止具環境影響之事故之系統，例如水體或土壤洩漏、無控制之排放、火災及六價鉻

fire, Chromium VI incidents. This includes process control systems, the existence of hazard plans and the training of employees

- Valid licences or permits for air emissions, hazardous chemicals, air conditioning systems, disposal of waste and equipment such as boilers, steam vessels, generators and transformers
- Required permits for the handling of hides as raw materials for the food industry

Furthermore, following issues and objectives should be considered for a better environmental performance:

- Recovery of energy resources as well as consideration of renewable energy resources (e.g. Solar energy, wind energy etc)
- Calculation of CO2 emissions (carbon footprint) and water footprint is a useful measure of environmental performance that goes beyond a simple process energy breakdown
- Tendency towards less packaging, reusable and recyclable packaging materials, including the use of recycled sources
- BAT should be used to the greatest extent possible. More information about BATs (e.g. for viscose production) is included in Annex 10

4.2.2 Water

Water must be used as efficiently as possible. Data on individual unit processes shall be collected and maintained, the water consumption of the facility shall be measured. A water balance should be set up describing all incoming and outgoing water streams, preferably quantified. Incoming water streams must not be limited to only production use; e.g. water present in chemicals, etc. can also be part of the input. Outgoing water streams must no be limited to the wastewater streams; e.g. water present in sludge from wastewater treatment, etc. can also be part of the output. The ratio between the total quantity of outgoing water versus the total quantity of incoming water demonstrates the knowledge of different water streams in a company. The ration also called the water balance should be closed. At 90 % closed water balance can be considered as very good. If the result is less than 90 %, probably water and or wastewater streams are forgotten to include in the water balance (e.g. leakage in pipes, evaporation during drying process, etc.) A closed water balance is the basis for further improvement regarding water and wastewater management. Separate drinking water and process water systems shall be available. Any use of water from any source shall be in compliance with local and national legislation. If a permit is required, the permit shall be available and valid.

相關事件。此類系統應包括製程控制機制、危害應變計畫之設置，以及員工之相關培訓。

- 針對廢氣排放、危險化學品、空調系統、廢棄物處理，以及鍋爐、蒸汽容器、發電機與變壓器等設備，須持有有效之
- 處理作為食品工業原料的原皮所需的許可證。

此外，為了提高環境績效，還應考慮以下問題和目標：

- 開展能源回收利用以及考慮可再生能源（如太陽能、風能等）
- 計算二氧化碳排放量（碳足跡）和水足跡是測量環境績效的有效方法，遠超簡單的過程能量分解
- 傾向於減少使用包裝材料，使用可再用和可再生的包裝材料，包括使用可再生資源
- 應盡可能使用最佳可得技術。 有關最佳可得技術（如粘膠生產）的更多信息見附件 10。

水資源

水資源必須盡可能高效利用。應蒐集並維護各單元製程之用水數據，並測量設施整體用水量。須建立水量平衡，量化所有進出水流。進水不僅限於生產用水，亦包括化學品中所含之水分；出水除廢水外，亦應包含污泥中所含水分等。總出水量與總進水量之比例反映企業對水流分佈之掌握情況，此比例即「水量平衡」，應達閉合狀態。若閉合度達 90%，可視為優良；若低於此值，可能有遺漏水流（如管道滲漏、乾燥過程蒸發等）。完善之水量平衡為持續改善水與廢水管理之基礎。設施須具備獨立之飲用水與製程用水系統。所有取水行為須符合當地及國家法規，若需許可證，應確保其有效並可供查驗。

STeP

4.2.3 Wastewater and sludge

廢水及污泥

The local and national legal requirements for wastewater treatment shall be complied with. The wastewater from textile and/or leather production processes, as well as from industrial laundries shall be treated in a wastewater treatment plant (direct discharge) that is owned by the facility or operated as part of a municipal wastewater treatment plant (indirect discharge). To ensure an effective assessment based on the requirements of OEKO-TEX® STeP and OEKO-TEX® DETOX TO ZERO is obtained, an annual test report for wastewater and, where necessary, also of sludge is required. The limit values and reporting limits are defined in Annex 3 and Annex 5. This applies to facilities with industrial process water, industrial laundries and not to facilities with domestic wastewater only. In case domestic water is blended with industrial process water, the combined wastewater is classified as industrial process water. In all cases, the legal requirements shall apply if the regional or national legal requirements for a facility/application are more stringent than the OEKO-TEX® STeP criteria. Since Viscose producers, without dyeing and other wet processes, use mainly specific base chemicals, not all parameters as listed in Annex 3 and Annex 5.1 have to be tested. Wastewater reports done according to the ZDHC wastewater guideline for MMCF can be accepted for this purpose (see Annex 3.3). The local and national legal requirements for the use of sludge as fertiliser for agricultural purposes shall be fulfilled.

須遵守當地及國家有關廢水處理之法律要求。紡織及 / 或皮革生產過程及工業洗滌所產生之廢水，須經由設施自有之廢水處理廠（直接排放）或納入市政廢水處理系統（間接排放）處理。為確保依據 OEKO-TEX® STeP 及 OEKO-TEX® DETOX TO ZERO 要求進行有效評估，須每年提供廢水檢測報告，必要時亦須包含污泥檢測報告。相關限值與報告限度載於附件 3 及附件 5。此要求適用於具有工業製程用水或工業洗滌之設施，不適用於僅產生生活廢水者。若生活用水與工業製程用水混合，則該混合廢水視為工業製程廢水。於任何情況下，如地區或國家法規之要求嚴於 OEKO-TEX® STeP 準則，則應以當地法規為準。由於黏膠纖維生產商（未進行染色及其他濕製程）主要使用特定基礎化學品，因此無須檢測附件 3 及附件 5.1 所列之全部參數。依據 ZDHC 針對人造纖維（MMCF）之廢水指引所完成之廢水報告，可作為符合本要求之依據（見附件 3.3）。此外，若污泥用作農業肥料，亦須遵守當地及國家相關法規。

The sampling and testing of wastewater based on the required parameters shall be performed by an independent authorised laboratory/testing body. A reference list of accredited institutes according to ISO 17025 can be found on the ZDHC website (see also Annex 10.1.12). The function, design and operation of the wastewater treatment plant shall be ensured. It must be clear that legal and/or agreed provisions are being complied with. If there are no legal requirements, principles of “good practice” should be followed, such as reducing environmental pollution at source, minimising waste, wastewater control and monitoring, etc., and the benchmarks of the STeP standard shall be observed. A continuous programme for internal testing and auditing is beneficial for certain parameters. If there is a special agreement with a public sewage treatment plant allowing for the legal requirement to be exceeded, this document will be taken into account.

根據所需的參數對廢水進行的取樣和檢測應由獨立的授權實驗室/檢測機構進行。 根據 ISO 17025 標準認可的機構參考清單可在 ZDHC 網站上找到（另請參閱附件 10.1.12）。 應確保污水處理廠的功能、設計和運作。 必須明確遵守法律和/或約定條款。 如果沒有法律規定，則應遵循 "良好做法 "的原則，如從源頭減少環境污染、盡量減少廢物、廢水控制和監測等，並應遵守 STeP 標準的基準。 對於某些參數，持續的內部測試和審計是有益的。 如果與公共污水處理廠有特殊協議，允許超出法律要求，則應考慮該文件。

Sampling and testing of sludge that is used as fertiliser for agricultural purposes shall be carried out by an independent laboratory/testing body on an annual basis at minimum. It must be clear that legal provisions are being complied with. If there are no legal requirements, principles of “good prac-

用作農業肥料之污泥，須至少每年由獨立實驗室或檢測機構進行取樣與檢測，以確保符合法規要求。若無相關法律規定，則應遵循「良好操作原則」並依據 STeP 標準之基準執行。針對特定參數，持續性的內部檢測與審查計畫亦具有積極效益。

tice" shall be followed, and the benchmarks of the STeP standard shall be observed. A continuous programme for internal testing and auditing is beneficial for certain parameters.

There should be an annual review and a formal process for targeting and reducing wastewater discharge volumes and for improving wastewater quality with lower toxicity. A good example would be to focus on ZDHC (Zero Discharge of Hazardous Chemicals). Demonstrable effort to reduce the amount of wastewater produced in relation to production should be taken into consideration. A cost balance for water extraction/use and wastewater treatment should be compiled annually and documented. This requires for systems to be in place to measure water consumption as a critical component of improving production efficiency. An annual review for improving the quality of sludge from wastewater treatment plants should be carried out.

應每年進行正式檢討，制定並執行減少廢水排放量及降低毒性以提升廢水品質之目標與程序。可參考ZDHC（零有害化學物質排放）計畫作為良好實踐範例。應展現具體行動以減少與生產相關之廢水產量，並每年編制並記錄取水／用水與廢水處理之成本平衡。為提升生產效率，須建立可測量用水量之系統。同時，應每年檢討廢水處理廠污泥品質改善情況。

Corrective measures to remedy defective conditions that cause limit values to be exceeded shall be initiated immediately and documented in accordance with the quality management principles.

針對導致超出限值之缺陷狀況，應立即採取矯正措施，並依據品質管理原則進行文件化記錄。

4.2.4 Air emissions

廢氣排放

Heating plants, generators and production machines that cause air emissions shall be identified and located. Legal requirements for operation and air emissions shall be fulfilled and documented. Compliance with this standard and/or the legal requirements shall be demonstrated through external tests by an independent authorised laboratory/testing body and, if possible, by internal tests. The external testing for heating plants with a thermal value of 0.3 MW to 2 MW, as well as > 2 MW shall be carried out at least every 3 years. For devices with a thermal output > 50 MW, continuous tests must be be carried out. For heating plants with a thermal value < 0.3 MW, a measurement is recommended. Generators with a power of > 0.3 MW shall be tested at least every 3 years. Environmental pollution reduction devices shall be used on smokestacks, vents and extraction systems to the greatest extent possible. All measures that are taken to reduce air emissions, including environmental pollution reduction devices and pollution prevention/waste minimisation/chemical substitution, should be a part of an objective defined by management.

應確定造成空氣排放的加熱設備、發電機和生產設備的位置。 應滿足運行和空氣排放方面的法律要求並記錄在案。 應通過獨立授權實驗室/測試機構的外部測試以及（如有可能）內部測試來證明是否符合本標準和/或法律要求。 熱值為 0.3 兆瓦至 2 兆瓦以及 2 兆瓦的加熱設備應至少每 3 年進行一次外部測試。對於熱輸出功率為 50 兆瓦的設備，必須進行連續測試。 對於熱值為 0.3 兆瓦的供熱設備，建議進行一次測量。 功率為 0.3 兆瓦的發電機必須至少每 3 年進行一次測試。 應盡可能在煙囪、通風口和抽風系統上使用減少環境污染的裝置。 為減少空氣排放而採取的所有措施，包括環境污染減少裝置和污染預防/廢物最小化/化學品替代，都應成為管理層確定的目標的一部分。

Incineration of waste is allowed only in plants that have suitable emission controls for the reduction of unburned hydrocarbons, dioxins, halogen compounds and heavy metals.

廢棄物焚燒只允許在採取了合適的排放措施，以減少未燃燒的烴、二噁英、鹵素化合物和重金屬的設施內進行。

Production machines and devices that cause direct or indirect air emissions shall be monitored as per national legal requirements. External testing shall be conducted at least every 3 years or according

依國家法規監測所有產生直接或間接廢氣排放之設備，並至少每三年或依法規要求進行外部檢測。排放須符合國家限值，並應經過過濾或淨化。對於染整等過程中因油類、溶劑蒸氣、甲醛、硫化物或氨所產生

STeP

to national requirements. The parameters to be tested shall be in compliance with the national legal requirements. The emissions are preferably to be filtered or cleaned to ensure that they comply with national legal requirements. Internal and external odours caused, for example, during certain dyeing and finishing processes involving oils, solvent vapours, formaldehyde, sulphur compounds and ammonia shall be located and reduced if possible. Odour reduction can be achieved by substituting odour intensive substances, installing and modifying equipment (e.g. an activated charcoal filter), capturing and recovering emitted gases from the processes (e.g. heat recovery systems) and routing stack emissions through boilers.

之氣味，應儘可能定位並減少，可透過替代低氣味物質、安裝活性碳過濾器、回收氣體或利用餘熱系統等方式改善。

Measures to correct defective conditions that cause limit values to be exceeded shall be initiated immediately and documented.

應立即採取措施糾正導致超出限量值的缺陷條件，並將其記錄在案。

The exhaust air from firing plants and steam plants is evaluated according to the following parameters:

根據以下參數對燃燒設備和蒸汽設備排出的廢氣進行評估：

CO (Carbon monoxide)

CO（一氧化碳）

For the levels of emission of CO in plants with a thermal value between 0.3 MW and 2 MW and > 2 MW for conventional solid, liquid and gaseous fuels, see Annex 5.

有關採用熱值介於 0.3 MW 和 2 MW 之間和> 2 MW 的常規固體、液體和氣體燃料的車間中 CO 的排放水平，請參見附錄 5。

Dust / Particulate Matter (PM)

粉塵/微粒物質

For the dust emissions for all firings between 0.3 MW and 10 MW and > 10 MW, see Annex 5.

有關介於 0.3 MW 和 10 MW 之間和> 10 MW 的所有燒製過程的粉塵排放，請參見附錄 5。

SO_2 (Sulphur dioxide)

SO_2（二氧化硫）

For the levels of emission of SO_2 in plants with a thermal value between 0.3 MW and 2 MW, 2 MW and 50 MW and > 50 MW for conventional solid, liquid and gaseous fuels, see Annex 5.

有關採用熱值介於 0.3 MW 和 2 MW 之間、介於 2 MW 和 50 MW 之間和> 50 MW 的常規固體、液體和氣體燃料的車間中 SO_2 的排放水平，請參見附錄 5。

NO_x (Nitrogen Oxides)

NO_x（氮氧化物）

For the levels of emissions of NO_x (nitrogen monoxide + nitrogen dioxide) in plants with a thermal value between 0.3 MW and 2 MW and > 2 MW for conventional solid, liquid and gaseous fuels calculated as nitrogen dioxide, see Annex 5.

有關採用熱值介於 0.3 MW 和 2 MW 之間和> 2 MW 的常規固體、液體和氣體燃料的車間中 NO_x（一氧化氮+二氧化氮）的排放水平（按二氧化氮計算），請參見附錄 5。

VOC

揮發性有機物

Any pollutants classified as Volatile Organic Compound (VOC) as listed in STeP MRSL shall not intentionally used. In this respect it shall be proven that legal requirements of VOC/HAP at work places are not exceeded. If any VOC emissions can harm human health or classified as HAP adequate PPE shall be supplied/installed and/or exhaust system installed to prevent exposure as much as possible. Regular measurements shall be performed.

不得有意使用列於 STeP MRSL 中、被歸類為揮發性有機化合物（VOC）之任何污染物。須證明工作場所中 VOC / HAP（危害性空氣污染物）濃度未超出法規限制。若 VOC 排放對人體健康有害或被歸類為 HAP，則必須提供 / 安裝適當之個人防護裝備（PPE）及 / 或排氣系統，以最大程度減少暴露風險，並應定期進行監測。

4.2.5 Carbon Footprint / GHG emissions / CO_2 - emissions

足跡/溫室氣體排放/二氧化碳-排放

The UN Sustainable Development Goal 13 (Climate Action) should be in focus and significant reduction of GHG emissions and carbon foot-print should be considered at all times. This shall be part of the company's policy as well as the common global goal to reduce GHG emissions (such as CO2, Methane, Nitrous Oxide, Ozone) by 30 % by 2030 (2010 is the baseline) and reach carbon neutrality and/or net zero emissions at around 2050. Therefore, a system for calculating the carbon footprint (CO2eq) of the facility shall be documented and targets shall be defined. For this reason the Impact Calculator for STeP certified companies is provided. A project for minimizing carbon footprint (CO2eq) as well as all global warming potential chemicals as mentioned in Chapter 4.2.6, shall be planned and documented.

應重點關注聯合國可持續發展目標 13（氣候行動），並始終考慮大幅減少溫室氣體排放和碳足跡。 這一條應納入公司政策以及如下的全球共同目標：到 2030 年 GHG 排放（例如 CO2、甲烷、一氧化二氮、臭氧）減少 30%（以 2010 年為基準），並在 2050 年左右實現碳中和和/或淨零排放。 因此，應記錄設施碳足跡（CO2 當量）計算體系並明確目標。 為此，會為經 STeP 認證的公司提供環境影響計算機。 應規劃並記錄第 4.2.6 章中提到的最大限度減少碳足跡（CO2eq）以及所有全球變暖潛在化學品的專案。

4.2.6 Global warming potential and ozone depletion potential of fluids

流體的全球變暖潛能和臭氧消耗潛能

Refrigerants are used as substance or mixture, usually as fluid, used in a heat pump and refrigeration cycle. Many fluids have been used for such purposes: fluorocarbons, especially chlorofluorocarbons (CFCs), became commonplace in the 20th century, but are being phased out because of their ozone depletion effects. In order from the highest to the lowest potential of ozone depletion are: Bromochlorofluorocarbon, CFCs then Hydrochlorofluorocarbons (HCFCs).

製冷劑以單一物質或混合物（通常為流體）的形式，用於熱泵和製冷循環。許多流體已用於此類目的：碳氟化合物，尤其是氯氟烴(CFC)，在 20 世紀變得很常見，但由於其臭氧消耗作用而逐漸被淘汰。臭氧消耗潛能從高到低依次為：溴氯氟烴、CFC、氫氯氟烴(HCFC)。

Many halo alkanes, chlorofluorocarbons (CFCs) and hydrochlorofluorocarbons (HCFCs), particularly CFC-11 and CFC-12, raised concerns about their stability in the atmosphere and their corresponding global warming potential and ozone depletion potential. This led to their replacement with Hydrofluorocarbons (HFCs), especially HFC-134a, which are not-ozone depleting, and have less global warming potential. However, these refrigerants still have global warming potentials thousands of times greater than CO_2. CFCs, brominated fluorohydrocarbons and partly HCFCs shall not be used (see Annex 3, group 15).

許多鹵代烷烴、氯氟烴(CFC)和氫氯氟烴(HCFC)，特別是 CFC-11 和 CFC-12，引起了人們對它們在大氣中的穩定性及其相應的全球變暖潛能和臭氧消耗潛能的擔憂。 這導致它們被氫氟烴(HFC)尤其是 HFC-134a 替代，這些氫氟烴不消耗臭氧，並且全球變暖潛能更低。然而，這些製冷劑的全球變暖潛能仍然是 CO_2 的數千倍。不得使用 CFC、溴化氟代烴和部分 HCFC（見附錄 3 第 15 組）。

In principle HFCs shall also not be used. An exception based on the EU regulation 517/2014 is granted by OEKO-TEX® STeP: HFCs can be used in cooling equipment if the Global Warming Potential (GWP) value of the refrigerant is less than 2.500. Cooling installations containing HFCs with a GWP value equal to or higher than 2.500 can be used until end of life of the equipment but shall not be refilled with HFC refrigerant(s) during their lifetime. At end of life cooling equipment need to be refilled with

原則上，不得使用 HFC。 根據歐盟（EU）法規 517/2014，OEKO-TEX® STeP 允許以下例外情形：當製冷劑的全球升溫潛能值（GWP）低於 2500 時，冷卻設備可使用 HPC。 含有 HFC 的冷卻裝置，如 GWP 值等於或大於 2500，則可使用至使用期限，但使用期間不得再補充 HFC 製冷劑。 在到達使用期限時，冷卻設備需要補充合格的製冷劑，或者替換成帶有合格製冷劑的全新冷卻設備。 如果 HFC 用於混合製冷劑時，需考慮供應商所提供混合物的 GWP 值。

acceptable refrigerant(s) or substituted by a new cooling equipment with acceptable refrigerant(s). In case HFCs is used in a mixed refrigerant the GWP value of the mixture mentioned by the supplier need to be considered.

The equipment (e.g. air conditioning, cooling equipment) should be maintained on a regular basis and a proactive leak detection should be done on a regular basis. Targets should be defined to sub-stitute refrigerants with a high global warming potential and ozone depletion potential by refrigerants with a lower potential.

應定期維護設備（例如，空調、冷卻設備），並定期進行主動洩漏檢測。目標應當是用具有較低潛能的製冷劑替代具有較高的全球變暖潛能和臭氧消耗潛能的製冷劑。

4.2.7 Energy (resources and consumption)

能源（資源和消耗）

The energy used shall be utilised optimally. To comply with this requirement, energy consumption shall be monitored regularly for the entire facility with the aim of monitoring energy consumption for each individual process. Specific energy requirements can be calculated by relating energy and water consumption to textile and/or leather production, as well as industrial laundries. This can be a useful indicator of efficiency.

必須充分利用所使用的能源。 為了達到這項要求，必須定期監督整個設施的能源使用率，並將檢測每個單獨製程的能源使用率作為目標。 將能源使用率與水和紡織品和/或皮革生產以及工業洗衣房相關聯，可計算出特定的能源需求。 這可作為實用的效能指標。

If a reduction in energy consumption is a defined objective, energy savings can be achieved through improved process control or energy recovery (e.g. heat recovery, multi-section cooling cycles, heat exchange, etc.).

如果降低能耗是一個確定的目標，則可以通過改進工藝控制或能源回收（例如，熱回收、多段冷卻循環、熱交換等）來實現節能。

Consideration should also be given to the use of renewable energy sources with a lower environmental impact/carbon footprint.

亦應考慮使用具較低環境影響 / 碳足跡之再生能源。

4.2.8 Microplastic

微塑膠

Microplastics pose a challenge to biodiversity and overall health of ecosystems. The operating facility shall identify risks/sources where microplastics could potentially be generated and released during production. Through specific measures, the operating facility should prevent the release of microplastics during and after production.

微塑膠對生物多樣性和生態系統的整體健康構成挑戰。 設施應識別生產過程中可能潛在產生和釋放微塑膠的風險/來源，並採取措施避免將微塑膠在生產過程中和生產後釋放到環境中。

Possible approaches include:

可能的方法包括

- Preventing fiber irregularities and maintaining the strength of fiber yarn (e.g., lower temperatures during the melt spinning process)
- 防止纖維不均勻並維持纖維紗線強度（例如於熔融紡絲過程中採用較低溫度）。
- Whenever possible, using continuous filaments instead of staple fibers for yarn production. Dyeing can significantly influence the tendency to release microfibers; in this regard, dyeing yarn should be preferred over dyeing fabrics or garments
- 盡可能使用連續長絲而不是短纖維來生產紗線。染色會大大影響微纖維的釋放趨勢。 因此，染色紗線比染色織物或服裝更可取。
- Certain mechanical and chemical finishing treatments (e.g. hydrophobic finishing, anti-pilling finish), which create a protective layer over the fabric to preserve its properties, can also have
- 某些機械及化學後整理處理（例如防潑水處理、防起毛球整理）能於布料表面形成保護層，以維持其性能，同時亦可大幅提升布料對微塑膠釋放及起毛球之抵抗力。

great potential in increasing the fabric's resistance to microplastic release and pilling

The facility should take measures to avoid the release of microplastics into the environment.

設施應採取措施避免在環境中釋放微塑膠。

The following examples can be considered:

- Prevention/retention of dust release.
- Removal of microplastics during wastewater treatment (e.g., filtration).

可參考以下實例：

- 防止/阻止粉塵釋放。
- 在廢水處理（如過濾）過程中去除微塑膠。

4.2.9 Waste management

廢棄物管理

The type, category and quantity of all production waste shall be recorded and documented. The disposal practices shall be documented. A balance of disposal costs and utilisation costs, including possible alternative methods of disposal, should be prepared.

應記錄並以文件證明所有生產廢棄物的類型、類別和數量。 應將處置實踐記錄在案。 應編制處置成本和使用成本平衡表，包括可能的替代處置辦法。

The disposal of production waste in an on-site landfill, incineration at facility sites and transfer of solid and liquid waste into open waters (this does not apply to cleaned wastewater) shall be avoided at all times. Recycling of waste, waste taken back by suppliers and the transport of waste to other facilities/industries for reuse (purpose must be known) are the preferred methods.

應隨時避免將生產廢棄物於廠內掩埋場處置、於設施內焚化，或將固體及液體廢棄物排入天然水體（不包括經處理之廢水）。 建議優先採用廢棄物回收、供應商回收機制，以及將廢棄物運送至其他設施或產業再利用（其再利用目的須明確）等方式進行處理。

Residues, for example, from sizing baths, pretreatment, dyeing and finishing baths, tanning, retanning and fatliquoring processes as well as from printing and coating pastes should be collected if possible and either reused or disposed of in a legal, safe and ethical manner.

如有上漿槽、前處理、染色及後整理槽、鞣製、再鞣與加脂工序，以及印花與塗層漿料所產生之殘留物，應盡可能收集並以合法、安全及合乎道德之方式再利用或處理。

Textile and/or leather waste containing hazardous substances shall be collected separately, documented and disposed of in a legal and ethical manner. Production waste, both hazardous and non-hazardous, shall be collected in designated areas and sorted by waste type (e.g. paper, cardboard, textile/leather waste, plastics, general waste, metal, etc.).

含有有害物質的紡織品和/或皮革廢料應單獨收集、記錄 ,並以合法和道德的方式處置。 應在指定區域收集有害和無害的生產廢物，並按廢物類型（如紙張、紙板、紡織品/皮革廢物、塑膠、一般廢物、金屬等）進行分類。

Hides as raw material for the manufacture of products for the food industry shall be collected and processed in separately designated areas. Waste storage areas shall be built in such a way that contamination of the surroundings and water is minimised. The aim is to completely avoid environmental impacts. The storage areas shall be protected from weather influence and fire-proof. The disposal of hazardous substances shall be recorded and designated as special waste. Recycling procedures for returning lubricating agents and machine oils to the supplier shall be followed.

作為食品工業產品生產原料的原皮應在單獨指定的區域收集和處理。 廢棄物儲存區的建設應盡量減少對周圍環境和水源的污染。 目的是完全避免對環境造成影響。 儲藏區應不受天氣影響並具有防火功能。 危險物質的處置應記錄在案並指定為特殊廢棄物。 應遵守將潤滑劑和機油退還給供應商的回收程序。

A recycling programme to reduce or eliminate all waste shall be implemented and documented.

應實施並記錄旨在減少或消除所有廢棄物的回收計劃。

The improvement of waste reduction, reuse and recycling of waste shall be reviewed at least once per year and evidence for reduction of the quanti-

廢棄物減量、再利用及回收之改進措施須至少每年檢討一次，並以減少廢棄物總量為具體目標。 應優先評估廢棄物處理承包商之永續表現及其處理 / 處置方

ty of waste should be an objective. An evaluation of waste management contractors in terms of sustainability, disposal/treatment methods should be preferred and the contractors should be audited regularly if possible. The results of these efforts should be communicated.

式，並於可能情況下定期進行稽核。相關成果應予以溝通與公開。

The sludge from wastewater treatment shall be stored at a safe place to ensure that no contamination into the ground is possible on the facility premises. Particular care shall be taken when containing heavy metals from dyestuffs. The sludge shall be transferred to a licenced company dealing with sludge for professional disposal/processing. Although it is known that in certain countries wastewater sludge is used for the fertilisation of fields, a contractor for professional disposal is preferred.

廢水處理產生的污泥應存放在安全的地方，以確保生產車間的土地不被污染。 如污泥中含有染料中的重金屬時應特別小心，污泥應轉移到處理污泥的許可公司進行專業處置/加工。 雖然眾所周知，在某些國家，廢水污泥用於田間施肥，但優選專業處理的承包商。

4.2.10 Handling and storage of chemicals, gases, auxiliaries, dyes, solvents, machine oils etc.

化學品、氣體、助劑、染料、溶劑、機油等的處理和儲存

The facility shall be able to demonstrate that all chemical substances are stored securely in rooms or areas designed for the purpose. The location of liquified gases must be chosen so that in the event of a leak, the gas can escape freely into the atmosphere to prevent any accumulation in enclosed rooms or area. Therefore, storage of such liquified gases and gas cylinders shall not be stored underground. Chemical substances, including cleaning agents, degreasing agents and machine oils etc., should be handled as per the legal requirements and all containers, vessels, drums etc. and filling stations shall be marked with the GHS pictogram and PPE mandatory signs. Information about the individual chemicals shall be provided in the form of safety data sheets. Employees shall also be provided with appropriate training in the handling and use of these chemicals. Suitable training materials should be prepared.

設施應能證明所有化學物質均安全地儲存在為此目的而設計的房間或區域內。 液化氣體的存放地點必須選擇在發生洩漏時，氣體可以自由逸散到大氣中，以防止在封閉的房間或區域內積聚。 因此，不得在地下儲存此類液化氣和氣瓶。 化學物質，包括清潔劑、脫脂劑和機油等，應按照法律要求進行操作處理。 所有容器、器皿、儲罐等和加註站都應標有全球統一標籤制度象形圖（GHS）和個人防護設備強制標誌（PPE）。 應以安全數據表的形式提供有關各種化學品的資訊。 還應為員工提供處理和使用這些化學品的適當培訓。 應準備適當的培訓材料。

Highly flammable liquids, such as methanol, isopropyl alcohol, etc., that are stored in metal drums may form explosive mixtures when they come into contact with air. Therefore, appropriate measures to prevent explosions (e.g. earthing of metal drums and equipment) shall be taken. Flammable solids (e.g. sodium dithionite) shall be stored at dry place and protected from water. Their containers shall be kept closed at all times

儲存在金屬桶中的高度易燃液體，例如甲醇、異丙醇等，在與空氣接觸時可能形成爆炸混合物。 因此，應採取適當的措施以防止爆炸（例如接地金屬桶和設備）。 易燃固體（例如連二亞硫酸鈉）應儲存在乾燥處並防止與水接觸。 容器應始終保持密閉狀態。

4.2.11 Packaging and transport

包裝和運輸

The use of packaging material should be minimised and avoided to the greatest extent possible. Recycling and reuse of packaging material for internal purposes is encouraged and single-use packaging should be avoided.

應最大程度減少包裝材料並儘可能避免使用。 應鼓勵內部回收並重複使用包裝材料，並避免使用一次性包裝。

The quantity of packaging material used should be recorded. The stipulated method of disposing of packaging material should be defined.

應記錄所用包裝材料的數量。應規定包裝材料的處置方法。

Packaging systems that can be reused, recycled or returned to the supplier should be given preference in procurement decision-making. The use of recycling packaging material should be integrated into the process.

在採購決策中，應優先考慮可重複使用、循環利用或退回給供應商的包裝系統。應將回收型包裝材料的使用整合到該過程中。

Objectives and programmes to reduce the overall impacts on sustainability through transport logistics management (e.g. prioritising low-impact forms of transport) are to be introduced and documented.

應推行並記錄通過運輸物流管理（例如，優先考慮採用影響較小的運輸形式）來減少對可持續性的總體影響的目標和計劃。

4.2.12 Prevention of accidental events that affect the environment

預防有環境影響的意外事故

Safety systems shall include appropriate technology and processes for the prevention of accidents, environmental impacts and unintentional consequences throughout all steps of production and transportation. The safe transportation of chemicals within the facility and training of workers in this regard should also be considered.

安全系統應包括適當的技術和流程，用以防止所有生產和運輸步驟中的事故、環境影響和意外後果。還應考慮化學品在工廠內的安全運輸並就此對工人進行培訓。

All incidents and occurrences shall be documented thoroughly. The impacts of, causes of and reasons for the incident and corrective and preventative measures for avoiding such incidents in the future shall also be recorded. An emergency plan shall be developed for areas or situations of high risk to ensure an adequate response. Organisational measures and emergency plans for routine and extraordinary situations for the prevention of danger, such as checks and maintenance of safety devices and machinery, shall be documented.

所有事件及異常情況均須完整記錄，並同時記載其影響、成因、理由，以及為防止類似事件再發所採取之矯正與預防措施。針對高風險區域或情況，應制定應急計畫以確保適當應對。用於防止危險之組織性措施及應急計畫（涵蓋日常及非常情況，如安全裝置與機械之檢查與維護）亦須予以文件化。

A dedicated facility emergency response team, which deals with all chemical and environmental pollution incidents, should be assigned and trained regularly. Objectives for eliminating or reducing hazardous substances in the facility should be documented.

應指派並定期培訓專責之設施緊急應變小組，負責處理所有化學及環境污染事件。針對消除或減少設施內危險物質之目標，亦應予以文件化記錄。

4.2.13 Protection of Biodiversity

保護生物多樣性

Production facilities should implement measures to protect and promote biodiversity and above all avoid practices that lead to biodiversity loss.

生產設施應採取措施以保護並促進生物多樣性，並且最重要的是避免導致物種滅絕的行為。

Protection of Natural Habitats:

自然棲地保護：

- Avoidance of the use or destruction of areas with high ecological sensitivity (e.g., nature reserves, wetlands, forests with high carbon stocks).
- 避免使用或破壞具有高度生態敏感性的地區（例如自然保護區、濕地及高碳儲量森林）。
- Conducting environmental impact assessments for new projects to evaluate potential impacts on biodiversity.
- 對新項目進行環境影響評估，以評估其對生物多樣性可能造成的影響。

Sustainable Procurement of Raw Materials:

原材料的可持續採購：

- Promotion of sourcing raw materials from certified, biodiversity-friendly sources (e.g., FSC,
- 推動從具認證且生物多樣性友善的來源採購原材料（例如 FSC、RSPO、GOTS、OEKO-TEX® ORGANIC COTTON）。

RSPO, GOTS, OEKO-TEX® ORGANIC COTTON).

- Collaboration with suppliers to encourage sustainable agricultural and forestry practices.

- 與供應商合作，鼓勵採用永續的農林業實踐。

Chemicals and Biodiversity:

化學品與生物多樣性：

- Avoidance of the use of biocides, herbicides, and chemicals that can negatively affect biodiversity.

- 避免使用可能對生物多樣性產生負面影響之殺生物劑、除草劑及其他化學物質。

- Ensuring that wastewater does not contain toxic substances that could harm ecosystems.

- 確保廢水中不含可能危害生態系統的有毒物質。

Restoration and Reclamation:

修復與復育

- Supporting initiatives for the reclamation of degraded areas.

- 支持對受損土地修復與再生的相關行動

- Investing in biodiversity-enhancing projects, such as tree planting or the creation of wildlife habitats.

- 投資於促進生物多樣性的專案，例如植樹造林或建立野生動物棲地。

The topics covered in Environmental Performance provide a detailed overview of the aspects, which are linked to biodiversity, and are designed to help the facility implement measures to prevent negative impacts on the ecosystem.

「環境績效」所涵蓋的主題詳細概述了與生物多樣性相關的各項層面，旨在協助企業採取措施，以防止對生態系統產生負面影響。

4.2.14 Prohibited Processes

禁止的工藝流程

Processes that are prohibited due to their high environmental impact or for safety reasons are listed in Annex 4.

因對環境影響重大或基於安全理由而被禁止之製程，已列於附件四中。

4.2.15 Hazardous processes

有害工藝

Procedures/processes that are not recommended and dangerous due to their high environmental impact or for safety reasons are listed in Annex 4.

因對環境影響重大或基於安全理由而不建議使用且具危險性之程序 / 製程，已列於附件四中。

4.2.16 Acceptance of Third-Party certificates

認可的第三方認證

Recognised third-party certificates that are of significance for environmental performance are listed in Annex 8.

附錄 8 中列出了對環境績效具有重要意義的受認可的第三方證書。

If a facility is certified by a third-party certification system, documents and records of the certification process, including the certificate and validity period, shall be provided to OEKO-TEX®.

若設施已通過第三方認證系統，則須向 OEKO-TEX® 提供認證相關文件與記錄，包括證書及其有效期限。

4.3 Environmental and Energy Management

環境與能源管理

An environmental and energy management system (EMS) is a management tool or concept that includes a documented description of the processes and activities for achieving environmental objectives and continuous improvements in comprehensive environmental, biodiversity and energy performance. The EMS of an organisation should document and describe the methods for the scope, key performance indicators, introduction, maintenance, improvement and communication of activities and company objectives.

環境與能源管理體系（EMS）是一種管理工具或概念，包括對實現環境目標和持續提升綜合環境與能源績效的過程和活動的文檔描述。 組織的 EMS 應記錄並描述方法範圍、關鍵績效指標、簡介、維護、改進和活動溝通以及公司目標。

A declaration on scope and formal confirmation of management support (endorsement) are vital components of the EMS and the strategic orientation of a facility. They represent a statement of intent by management to assist with and maintain the environmental performance of a facility and to meet internal and external obligations and legal requirements.

範圍聲明及管理層支持（認可）的正式確認是環境管理系統（EMS）及設施策略方向的關鍵組成部分，代表管理層承諾協助及維持設施的環境績效，並履行內部及外部義務與法規要求。

The facility shall set up and maintain an EMS in a format that ensures that the activities of the organisation are in line with the established environmental policy and its corresponding objectives. This EMS should be used for internal and external performance audits in relation to these objectives.

設施須建立並維持一套環境管理系統（EMS），以確保其運作活動符合既定的環境政策及相關目標。該系統亦應用於內部及外部的績效審查，以評估達標情況。

The ISO 14000 series of international standards are recognised hereby as a model template for integrated EMS platforms, ISO 50001 is the model for energy management.

國際標準 ISO 14000 系列被視為整合型環境管理系統（EMS）之典範架構，而 ISO 50001 則為能源管理之參考模型。

EMAS III is a voluntary environmental management system designed to help organizations assess and improve their environmental performance, including biodiversity aspects.

EMAS III 是一項自願性環境管理系統，旨在協助組織評估並提升其環境績效，包括生物多樣性相關方面。

4.3.1 Purpose

目的

The environmental policy is an important part of the environmental and energy management system (EMS) of a facility and should include a statement of intent by management to aim to improve environmental and energy performance to achieve greater sustainability.

環境與能源管理體系（EMS）是設施環境政策的重要組成部分，應包括管理層，旨在改善環境與能源績效以實現更高可持續性的意向聲明。

The facility shall create and maintain an EMS to ensure that the environmental impacts and energy review of company activities are in line with the defined environmental and energy policy and its corresponding objectives.

應創建並維護 EMS ,以確保公司活動的環境影響與能源審查符合既定的環境與能源政策並與對應目標一致。

At minimum, an effective EMS shall include the following:

有效的 EMS 應至少包括以下內容：

Assessment of significance:

重要性評估：

- The results of an initial benchmarking environmental assessment and energy review based on an energy baseline.
- 依據能源基準所進行之初始環境基準評估與能源審查結果。
- The results of an assessment regarding the significance of the facility's impact on biodiversity and the direct influence of the company on biodiversity (e.g. biodiversity hotspots, sensitive areas, and species of concern).
- 關於生產設施對生物多樣性影響之重要性，以及公司對生物多樣性之直接影響（例如生物多樣性熱點、敏感區域及關注物種）之評估結果。
- A formal schedule for performing environmental and energy assessments and internal audits with formal methods and processes for internal and external communication.
- 制定正式的環境與能源評估及內部審核時間表，並建立正式的方法與流程以進行內部及外部溝通。

Review of legal compliance:

法規審查：

- A formal list and summary of all the statutory, legal and other requirements and regulations relevant to biodiversity, environment, and energy that apply to the facility.
- 一份正式清單及摘要，列明適用於該生產設施之所有與生物多樣性、環境及能源相關的法定、法律及其他要求與規範。

Environmental policy:

- The environmental and energy policy of the organization plus management provisions and activities for achieving the objectives of this policy, including organisational activities in the areas of water, wastewater, energy, air emissions, materials, solid wastes, etc..

環境政策 ：

- 組織的環境與能源政策，以及為實現該政策目標所制定的管理措施與行動，包括在水資源、廢水、能源、空氣排放、原材料及固體廢棄物等領域的組織性活動。

Action Plan with objectives and targets:

- Development of a comprehensive environmental-, energy and biodiversity action plan that outlines specific actions, responsibilities, timelines, and resources needed to achieve the defined objectives and targets. Consider actions such as pollution, climate change, habitat restoration, invasive species management, and sustainable land use.

具體目標與指標的行動計劃：

- 制定一份全面之環境、能源及生物多樣性行動計畫，明確列出為達成既定目標與指標所需之具體行動、責任分工、時程及資源配置。計畫內容應涵蓋污染防治、氣候變遷、棲地復育、外來物種管理及永續土地利用等相關措施。

Monitoring and Reporting:

- Establishment of robust monitoring system to track progress towards achieving the environmental, energy and biodiversity objectives. Regular collection of data on biodiversity indicators, assess the effectiveness of actions, and update the action plan as needed.

監測與報告：

- 建立健全之監測系統，以追蹤達成環境、能源及生物多樣性目標之進展。定期蒐集生物多樣性指標數據，評估各項措施之成效，並於必要時更新行動計畫。

- A detailed description in written format of environmental management systems (detailed measures with schedules and responsibilities) for routine production and as a response to internal and external performance audits.

- 以書面形式詳細描述環境管理系統，包括日常生產的具體措施、時間表及責任分工，以及因應內部與外部績效審核的相關安排。

- Environmental and energy management systems and instruction manuals (establishment of an environmental policy with targets, programmes and environmental and energy objectives and activities).

- 指定的環境責任經理（或類似職位），該經理直接向公司高層管理層報告人事、責任、預算、合規性等（例如，環境專員、員工培訓）

- Creating and maintaining organisational requirements and opportunities for the environmental, energy and biodiversity objectives.

- 建立並維持有助於實現環境、能源及生物多樣性目標的組織性要求與機會。

Training and Capacity Building:

- A designated responsible environmental manager (or comparable position) who reports directly to upper-level company management in relation to personnel, responsibilities, budgets, compliance, etc., trains employees on environmental objectives and get trainings themselves on the role they play in achieving the organization's goals. (e.g. environmental commissioner).

培訓與能力建設：

- 指定一名負責環境管理之人員（或同等職位），直接向公司高層管理層報告，內容涵蓋人事、職責、預算及合規事項等。該人員須負責培訓員工了解環境目標，並接受相關培訓，以確保其能有效履行達成組織目標之職能（例如環境專員）。

Continuous Improvement:

- Clearly defined structures for operation monitoring within the facility.

持續改進：

- 在設施內建立明確的運行監測結構。

4.3.2 Environmental policy

環境政策

The first step in introducing or improving an environmental management system is a declaration on company responsibility and the management structure for environmental and energy performance. This declaration includes a commitment to improve

建立或改進環境管理系統的第一步，是發佈公司在環境與能源績效方面的責任聲明及管理架構。該聲明應承諾在活動、生產、產品及績效方面持續改進環境與能源表現，並應根據量測或其他數據進行能源評估。

the environmental and energy performance of the facility in terms of activities, production, products and performance. An energy review should be developed based on measurement or other data.

The environmental guideline shall be defined and documented in a way that ensures that it:

- Is relevant to the activities, products and services and their environmental impact
- Includes a commitment to comply with all the specified obligations and any other obligations in addition to the legal requirements fulfilled by the facility
- Strives to prevent/minimise harmful environmental impacts and to ensure development for greater sustainability

Environmental issues with significant environmental impacts shall be identified for regular, irregular and accident and emergency situations.

4.3.3 Laws and regulations

A designated responsible person (e.g. an environmental protection commissioner) or an external consultant should be appointed. The responsible person should act as a contact person for all environmental issues and should be familiar with the contents of related laws and regulations. The responsible person manages activities for ensuring compliance with these laws and regulations.

4.3.4 Environmental objectives

The facility should have procedures to specify relevant environmental and energy objectives and targets derived from them.

The environmental objectives of the facility should be laid down in writing and published internally and/or externally. These objectives and achievements should be documented.

The targets should be consistent with the environmental and energy policy.

To the greatest extent possible, these objectives should constitute a quantitative, realistic commitment with a fixed time period for the continuous improvement of environmental and energy performance.

The targets should go beyond the fulfilment of legal requirements. Performance above and beyond the legal requirements for environmental and energy performance should be considered based on the location of the facilities and the commercial requirements of the facility.

應以恰當的方式定義並記錄環境指南，確保該指南：

- 其與活動、產品和服務及環境影響相關
- 包括設施除滿足法規要求以外還遵守所有規定的義務及任何其他義務的承諾
- 致力於防止 / 減少環境有害影響，並推動更高層次之永續發展。

必須針對常規、非常規、意外和應急情況，識別出具有重要環境影響的環境因素。

法律和法規

應任命一名指定的負責人（例如，環境保護專員）或外部顧問。該負責人應作為所有環境問題的聯繫人，並且應熟悉相關法律法規的內容。該負責人對活動進行管理以確保遵守這些法律法規。

環境目標

設施應建立程序，以明確界定相關的環境與能源目標及其衍生之具體指標。

生產設施之環境目標應以書面形式確立，並於內部及 / 或外部發布。相關目標及其達成情況均應予以文件化記錄。

目標必須與環境和能源政策保持一致。

這些目標應儘可能構成切實可行的可量化承諾，即在一定時間段內持續提升環境與能源績效。

所設定之目標應超越法規要求。針對環境與能源績效，應根據設施所在地及其商業需求，考慮達成超越法定要求之表現。

4.3.5 Environmental and energy management programme

環境與能源管理計劃

Detailed measures with schedules and responsibilities should form part of the environmental and energy management programme. They describe the environmental and energy performance and the approach to developing and achieving the environmental and energy objectives.

包含時間表和責任的詳細措施應形成環境與能源管理計劃的一部分。 這些措施描述環境與能源績效以及制定和實現環境與能源目標的方法。

The processes for verifying the fulfilment of the set requirements and their documentation should be described.

應闡述滿足設定要求的驗證流程和文件。

Benchmarks and key figures that should be achieved to fulfil the environmental and energy management programme should be defined. The time, place, measuring precision, set benchmark targets and key figures for non-fulfilment or non-compliance should be defined. It should be recognised that an increase in sustainability should be the objective of the existing facility.

應訂定為達成環境與能源管理計畫所需之基準與關鍵數據，並明確規定測量時間、地點、精度、設定之基準目標，以及未達成或未符合情況下之關鍵指標。應確認提升永續表現為現有設施之核心目標。

However, the facility should have special programmes for managing new projects and new developments with the inherent aim of greater sustainability.

然而，生產設施應設立專門計畫，以管理新專案及新發展，其核心目標應為提升永續性。

4.3.6 Environmental and energy management manual

環境與能源管理手冊

Sufficient documentation of the actions performed and measures taken is essential for a successful EMS.

充分記錄所執行的操作和採取的措施，對於成功的 EMS 至關重要。

To ensure quick and structured access to the environmental and energy management manual, it should be organised into elements that make it easy to understand and use in the daily operations of the facility.

為確保能迅速且有條理地查閱環境與能源管理手冊，內容應依主題清晰編排，方便理解並可於日常運作中實際應用。

This manual should outline the environmental policy, objectives and programmes. The manual should document important roles and responsibilities and include sufficient references to the corresponding documentation.

本手冊應概述環境政策、目標和計劃。該手冊應規定重要的角色和職責，對相應文件應具有足夠的參考。

The facility should have defined procedures for reviewing these documents to ensure:

設施應建立管理這些文件的程序，以確保：

- The systematic and regular review and authorisation of the relevant staff
- 定期對相關人員進行系統的審查和授權
- A procedure for document control (may be covered in QMS – to be aligned with OEKO-TEX® STeP)
- 檔案控制程式（可包括在 QMS 中 - 與 OEKO-TEX® STeP 保持一致）
- Availability at all important locations, particularly for activities with an environmental impact and significantely affecting energy performance.
- 在所有重要地點都可執行，特別是對於具有環境影響和重大能源績效影響的活動而言。
- Procedures for all unit activities in the facility that have an environmental impact and improvement of the energy performance
- 針對設施內所有具環境影響之作業活動，應建立相關程序並持續改進能源效能。

In addition to the regular conditions, the manual or documentation should also consider irregular operating conditions, accidents and emergency situations and contain corresponding detailed environmental information and instructions.

除正常狀況外，手冊或文檔還應考慮非正常的操作狀況、事故和應急情況，以及相應的具體環境信息和說明。

The facility should have a documentation system that ensures compliance with the requirements from the EMS. The records should be legible and should refer to all the facility activities and products as per the EMS.

生產設施應建立文件化系統，以確保符合環境管理系統（EMS）之要求。所有紀錄須清晰可讀，並涵蓋設施依據 EMS 所進行之全部活動與產品。

The facility should have procedures for the accessibility of records for affected parties inside and outside the facility and measures should be taken to prevent the loss of and damage to records.

設施應制定程序，確保相關內外部人員可適當查閱紀錄，並採取措施防止紀錄遺失或損毀。

The document retention period should be specified and documented. The documents should be kept for the duration of use of the OEKO-TEX® label, but for three years at minimum.

應指定並記錄文件保存期限。在使用 OEKO-TEX® 標籤期間必須保存文件，至少應保存三年。

4.3.7 Operational process control

操作控制

The facility should identify functions, activities and processes that have an environmental impact, that affects the energy performance and that are relevant to the environmental and energy policy.

設施應確定對環境和能源績效有影響且與環境和能源政策相關的功能、活動和流程。

The facility should have an operational plan that incorporates the EMS and that can be implemented under the following conditions. This requires:

生產設施應具備一份可運作之計畫，將環境管理系統（EMS）納入其中，並能於下列條件下執行。其要求包括：

- Documented work instructions for activities with reference to the environmental policy for employees and subcontractors
- 以針對員工和分包商的環境政策為參考、適用於相關活動的文件性作業指導
- Procedures for sourcing and for externally contracted activities to ensure compliance with company requirements
- 適用於採購和外部合約活動的程序，用以確保符合公司要求
- Monitoring and control of relevant process characteristics (wastewater discharge, waste disposal and energy consumption)
- 監測和控制相關工藝特性（廢水排放、廢棄物處置和能源消耗）
- Approval of planned processes and equipment
- 批准計劃的工藝和設備
- The definition of performance criteria in written documents
- 在書面文件中對績效標準進行定義

4.3.7.1 Verification, measurements and testing

驗證、測量和測試

The company should have procedures for verifying and measuring the performance of equipment, processes and personnel in relation to the fulfilment of objectives and areas of responsibility in the EMS. Requirements for compiling and maintaining records of the results of these performance audits should be in place. For each relevant activity or area, the company should specify and document:

在實現 EMS 目標和履行 EMS 職責板塊中的職責時，公司應制定相關設備、工藝和人員績效的驗證和測量程序。應確定編制和維護這些績效審核結果記錄的要求。對於每個相關活動或板塊，公司應詳細說明並記錄：

- The verification information to be obtained
- 獲取驗證資訊
- The verification procedures to be used
- 使用驗證程式
- The measurement criteria for positive and negative results
- 正面和負面結果的衡量標準

- The evaluation of the validity of previous verification information for malfunctions

- 針對故障情況，評估先前驗證資訊之有效性。

4.3.7.2 Non-Compliance and corrective action

不合規和糾正措施

The facility should define responsibilities and institutions to introduce procedures for investigating and taking corrective measures in the event of non-conformance or non-compliance with defined requirements. Non-compliances shall be dealt with in a suitable manner. This includes a written procedure. Together with the management representative, the management function responsible for the measure in question should:

生產設施應明確界定相關職責與部門，以建立針對未符合或未遵守既定要求情況之調查及矯正措施程序。所有不符合事項須以適當方式處理，並應具備書面程序。管理層代表應與負責該措施之管理職能共同：

- Determine the underlying cause of the non-conformance (with regulations) or non-compliance (with legal requirements)
- Decide whether documented procedures should be amended
- Draw up a suitable plan of action for the risks encountered
- Introduce effective controls for preventive measures
- Document any changes in procedures as a result of corrective measures
- Document the occurrence of non-compliance, the subsequent decisions and any changes to the environmental management system

- 確定未遵守（法規）或不符合（法規要求）的根本原因
- 決定是否應修改程序文件
- 針對所遇風險制定合適的行動計劃
- 針對預防措施引進有效的控制手段
- 記錄所有因糾正措施引起的程序變更
- 在環境管理體系中記錄未遵守法規的情況、後續決定及所有變更

4.3.8 Organisation and personnel

組織和人事

4.3.8.1 Nomination of a responsible person

授權責任方

The facility management shall appoint at least one responsible person who has the responsibility and authority to ensure that the requirements of the EMS are fulfilled.

設施管理層應指派至少一名負責人，具備確保環境管理系統（EMS）要求得以落實的責任與權限。

Procedures for internal verification should be set out for the facility and sufficiently trained employees and the necessary means to do so should be provided.

應制定設施內部驗證程序，並且應讓受過充分培訓的員工採取必要手段來執行此類程序。

4.3.8.2 Management review

管理評審

The EMS should be reviewed in regular intervals. A management system is a living system and should be dynamic.

應定期審查 EMS。管理系統是一個活動的系統，應保持動態。

The system and its performance should be reviewed with an input and output approach that considers the following aspects:

應採用考慮以下方面的輸入和輸出的方式來審查系統及其性能：

- The fulfilment of all regulatory and other obligations in addition to legal requirements
- Performance, non-compliance
- Objectives (including trends)
- Measures taken

- 除法規要求以外，還要履行所有監管及其他義務
- 績效，不合規
- 目標（包括趨勢）
- 採取的措施

- Audits
- Changes and the need for improvement

The results of the reviews, including decisions and measures, should be documented.

- 審核
- 變化和改進需要

審查結果，包括決定和措施等都應記錄在案。

4.3.8.3 Training requirements

培訓要求

The facility should introduce and maintain procedures for training staff, including contractors, suppliers, etc., to ensure that everyone is kept informed about:

生產設施應制定並維持員工培訓程序，涵蓋承包商、供應商等，以確保所有相關人員充分了解以下事項：

- The importance of the environmental and energy policy
- Potential consequences of internal activities on the environment
- The environmental benefits of improved performance
- The consequences in the event of deviations from the stipulated procedures

- 環境與能源政策的重要性
- 他們的活動對環境的潛在影響
- 改進績效的環境效益
- 偏離規定程序的後果

Training documents should be maintained and made available as needed.

應保留並在需要時提供培訓文件。

4.3.9 Communication

溝通

The facility's management should effectively communicate the mission and vision related to environmental sustainability. This communication should ensure that all employees and relevant stakeholders understand the facility's commitment to environmental responsibility, resource efficiency, and continuous improvement. The mission and vision should be integrated into training programs, corporate policies, and official communications to foster a shared commitment to sustainability goals.

生產設施之管理層應有效傳達與環境永續相關之使命與願景。此溝通須確保全體員工及相關持份者充分理解設施對環境責任、資源效益及持續改進之承諾。該使命與願景應融入培訓課程、企業政策及正式溝通中，以促進全體人員共同致力於永續發展目標。

The facility should publish an annual sustainability report detailing its environmental performance, sustainability initiatives, and progress towards defined goals. The report should be made accessible to stakeholders, including employees, customers, investors, and regulatory authorities, to promote transparency and accountability.

生產設施應每年發布永續發展報告，詳述其環境績效、永續措施及達成既定目標之進展。該報告應向包括員工、客戶、投資者及監管機構在內之持份者公開，以促進透明度與問責性。

The facility should actively engage with stakeholders, including clients, suppliers, regulatory bodies, NGOs, unions, scientific institutions, and environmental organizations, to collaborate on sustainability topics.

該機構應積極與客戶、供應商、監管機構、非政府組織、工會、科研機構和環保組織在內的相關伙伴，共同探討永續發展議題。

The facility should document and assess stakeholder engagements to ensure ongoing collaboration and improvement in sustainability efforts. Participation in multi-stakeholder dialogues and sustainability working groups is encouraged to align with industry best practices and regulatory expectations.

生產設施應對持份者之參與情況進行文件記錄與評估，以確保持續合作並推動永續改進。鼓勵參與多方持份者對話及永續發展工作小組，以符合產業最佳實務及法規要求。

4.3.9.1 Internal publication

內部刊物

All internal stakeholders should be made aware of the introduction of an EMS, the environmental and

所有內部相關人員均應被告知環境管理系統（EMS）的導入情況、環境與能源政策、相關目標，以及由此產生的組織架構。

energy policy, the environmental and energy objectives and the resulting organisational structures.

The internal communication and publication of the EMS and the performance of the facility in relation to its declared objectives should be communicated throughout the facility and the certifying OEKO-TEX® Institute.

應於整個生產設施內部及向認證之 OEKO-TEX® 檢測機構，傳達環境管理系統（EMS）之內容及該設施相對其既定目標之績效表現。

This internal report should include the following:

- The activities, production processes, products and services
- The most important elements of the EMS, the environmental policy and the corresponding environmental objectives
- The environmental performance, with a particular focus on the related environmental objectives
- A schedule for regular reviews and reports
- A management review mechanism

該內部報告應包括以下內容：

- 活動、生產工藝、產品和服務
- EMS 中最重要的元素、環境政策及相應的環境目標
- 環境績效，尤需重點涉及相關的環境目標
- 定期審查和報告的時間表
- 管理審查機制

4.3.9.2 External communication

對外交流

Unsubstantiated sustainabilty claims shall not be used. The European Commission's UCPD (Unfair Commercial Practices Directive), introduced in 2005, legally prohibits traders from presenting claims – like product certification and environmental impact - in ways that are unfair to consumers. Therefore terms like "carbon neutral", "net zero" and "nature positive" shall not be used.

不得使用未經證實的可持續性聲明。 歐盟委員會 2005 年出臺的 UCPD（不公平商業行為指令）從法律上禁止商家以對消費者不公平的方式提出產品認證和環境影響等聲明。 因此，不得使用 「碳中和」、「淨零」和 「自然積極」等術語。

The organisation should decide on procedures to communicate with external business partners and interested parties on matters related to its environmental and energy policy, performance and effects. The recommended practice is to make this report publicly available to all interested parties.

組織應確定與外部業務合作夥伴和相關各方溝通其環境與能源政策、績效和效果相關事宜的程序。 建議做法是公開向相關各方提供這一報告。

The GRI (Global Reporting Initiative) is an accepted format for sustainability-based reporting. The external communication or environmental and energy report should provide an accurate and detailed picture of the following matters:

GRI（全球報告倡議）是可持續性報告的公認格式。對外交流或環境與能源報告必須能夠詳盡準確地提供以下資訊：

- The activities, production processes, products and services
- The most important elements of the EMS, the environmental and energy policy and the corresponding environmental and energy objectives
- The environmental and energy performance, with a particular focus on the related environmental and energy objectives
- A schedule for regular reviews and reports

- 活動、生產工藝、產品和服務
- EMS 中最重要的元素、環境與能源政策及相應的環境與能源目標
- 環境與能源績效，尤需重點涉及相關的環境與能源目標
- 定期審查和報告的時間表

The environmental and energy report should be based on the records, programmes, manuals and other documentation from the EMS.

環境與能源報告應基於記錄、程序、手冊和 EMS 的其他文檔。

The environmental and energy report should be based on the evaluation of the efficiency of the EMS through audits and reviews.

環境與能源報告應基於通過審核和審查得出的 EMS 效率評估。

The environmental and energy report should contain the full name and full address of the facility.

環境與能源報告應載明生產設施之全名及完整地址。

The environmental and ennergy report should contain a description of the locations, activities, products and services that it refers to. The report should indicate the basis on which it was compiled.

環境與能源報告應包含所涉及之地點、活動、產品及服務之說明，並須註明其編制之依據。

The measurements of the wastewater and sludge test should be published on the internet, for example, using the relevant function within the STeP assessment tool.

廢水和污泥檢測的測量結果應在互聯網上公佈，例如，使用 STeP 評估工具中的相關功能。

4.3.9.3 Public relations

公共關係

Public relations measures provide any interested parties (staff, residents, environmental associations, authorities) with information about operational environmental projects and measures.

公共關係措施可為相關各方（員工、居民、環保協會、機構）提供有關營運環境項目和措施的信息。

The type and target group of the measures taken should be documented.

應記錄所採取措施的類型和目標群體。

4.3.10 Introduction of an Environmental Management System

實施環境管理體系

The complete implementation of an EMS is a multi-stage process. As a basic principle, this process is separated into an implementation phase and an improvement phase.

EMS 的完整實施是一個多階段過程。作為一項基本原則將該過程分為了實施階段和改進階段。

The most important objectives of the implementation phase are:

實施階段最重要的目標是：

- To determine organisational requirements for the successful implementation of an EMS (responsibility)
- 確定成功實施 EMS 的組織要求（責任）
- An initial environmental assessment to gather knowledge of the current environmental and energy performance to establish benchmarking, and the creation of a matrix of environmental issues
- 通過初步環境評估搜集當前環境與能源績效的資訊，建立基準並搭建各環境問題之間的聯繫
- To conduct a data assessment for gap analysis
- 執行數據評估，將其用於差距分析
- To determine the required measures and set environmental and energy objectives and plans based on the benchmarking
- 確定需要採取的必要措施，並根據基準測試設定環境與能源目標和計劃
- To start preparing documentation, manuals and operational procedures
- 開始編制文檔、手冊和作業程序

4.3.10.1 Performing an environmental impact assessment

進行環境影響評估

The facility shall have procedures for recording all legal, regulatory and other policy requirements relating to the environmental aspects and to its energy efficiency, energy use and energy consumption of the activities, products and services.

設施必須建立程序，用於記錄與活動、產品和服務的環境因素、能源效率、能源使用和能源消耗有關的所有法律、監管及其他政策要求。

The facility shall develop an understanding of how it interacts with the environment and their influences on biodiversity and ecosystem function. That includes the proportion of its activities and products that may affect the environment. It also includes discharges, emissions, the use or reuse of

企業應建立對其與環境互動方式的認識，並了解其對生物多樣性及生態系統功能的影響，包括其活動與產品中可能影響環境的部分，例如排放物、廢氣排放、材料使用或再利用、噪音排放等。企業應識別並記錄所有對環境具有直接或間接影響的環境層面。此過

materials, noise emissions, etc. The facility shall identify and document any environmental aspects that have a direct and indirect impact on the environment. This process should incorporate normal and abnormal process conditions, the start-up and shutdown of plants and foreseeable emergency situations:

程應涵蓋正常與異常的工序狀況、設施的啟動與停機，以及可預見的緊急情況:

- Under regular operating conditions
- Under irregular and unintentional operating conditions
- In the event of accidents and emergency situations

- 在正常操作條件下
- 在不定時出現的意外操作條件下
- 在發生事故和緊急的情況下

This record shall cover:

該記錄應包括：

- Controlled and uncontrolled emissions into the environment/air
- Controlled and uncontrolled discharge into waterways
- Uncontrolled ground contamination
- Solid waste and other wastes
- The land use, water, fuels, energy and other natural resources
- Noise, dust, odours, vibrations and lighting
- The consequences for ecosystems and biodiversity loss

- 朝環境/空氣中的受控和不受控排放
- 受控與未受控之水體排放
- 不受控制的地面污染
- 固體廢料和其他廢料
- 土地、水、燃料、能源及其他自然資源的使用
- 噪音、粉塵、氣味、振動和照明
- 對生態系統和特定環境領域的影響

The results of this first assessment shall be documented and should be evaluated for benchmarking. The environmental impact assessment shall be updated at least once a year or in case of major changes in the production in terms of environmental impacts.

首次評估之結果須予以文件化，並應作為績效基準之評估依據。環境影響評估須至少每年更新一次，或於生產過程發生對環境影響之重大變更時進行更新。

Other potential aspects of an environmental risk assessment include:

環境風險評估的其他潛在方面包括：

- The risks of any activities related to the environment
- Compliance obligations
- The needs and expectations of interested parties (customers, neighbours, suppliers, etc.) that may have an influence on the successful implementation of the environmental management system (for instance, through leakages, water availability and shortages, effects on climate change)
- Risks in relation to potential emergency situations, such as the storage of flammable liquids, compressed gases, tanks and their effect on the environment

- 所有涉及環境的活動的風險
- 合規義務
- 相關各方（客戶、鄰居、供應商等）可能會對環境管理體系的成功實施（例如，通過洩漏、水資源可利用性和短缺、對氣候變化的影響）造成影響的需求和期望
- 與潛在緊急情況有關的風險，例如儲存易燃液體、壓縮氣體、儲罐及其對環境的影響

One possible risk assessment method is described in chapter 4.5.10.

可能的風險評估方法見 4.5.10 章節

4.3.10.2 Internal audit of environmental management

內部環境管理審核

The facility shall have a procedure and particularly an audit plan/program for determining the suitability of the EMS. The key to this is to assess environ-

設施須建立程序及特別的審查計劃，用以評估環境管理系統（EMS）的適切性。重點在於評估環境管理活動及其實施成效。內部環境影響與管理系統審查應

mental management activities and their effective introduction and implementation. Internal audits of the environmental impact and management system shall be performed annually and according to an audit plan/program containing the main points to be audited within 3 years.

每年進行，並依據三年內涵蓋主要審查項目的計劃執行。

A corresponding audit report shall be issued incl. name(s) of internal auditor(s), findings as well as a corrective and preventive action plan. Whenever possible, photos as evidence should be included. Furthermore it shall be defined who is accountable for ensuring the corrective action and a date for completion of such.

應發佈相應的審核報告，包含內部審核員姓名、審核結果以及糾正與預防措施計劃。盡可能附上照片作為證據。此外，還應確定由誰負責確保採取糾正措施，以及完成糾正措施的日期。

The audit plan/program shall include the individual activities, fields and locations for:

審核計劃應包括各個活動、領域和地點，以：

- Defining the frequency of audits for individual activities and fields taking their relevance to the environment and the results of past audits into account
- 根據各活動與環境的相關性及其過往審核結果確定對各場地和活動的審核頻率
- Defining responsibilities for introduction and implementation
- 界定導入與執行之職責分工
- Specifications for the qualifications of persons who are to perform an audit. In particular, the following requirements should be met for these persons:
  - The greatest possible independence from other activities during the audit
  - Experience in the relevant specialist area
  - Support from specialists if needed
- 說明執行審核的人員資格要求。具體而言，該類人員應滿足以下要求：
  - 在審核過程中最大程度地獨立於其他活動
  - 擁有相關專業領域的經驗
  - 如果需要，可以獲取專家的支持
- The scope of documentation for implementing the audits
- 實施審核的文檔記錄範圍
- Procedures for audit reporting
- 審核報告程序

4.3.10.3 Documentation of production units

生產單位的文檔記錄

A list or database should be maintained that contains the existing production units and their area of application, the age of machines (date of manufacture, commissioning), statements on specific potential ecological risks and hazards in the work area.

應建立並維護一份清單或資料庫，內容包括現有生產單元及其應用範圍、機械設備之使用年限（製造及啟用日期），以及工作區域內具體潛在生態風險與危害之說明。

4.3.11 Records

記錄

Lists or databases of chemical substances and mixtures used by the company shall be maintained. They should contain the internal facility product designation, the exact chemical designation and information about their average storage quantity. Potential ecological hazards and references to health and safety should be indicated (water hazards, flammability, hazard and safety signs, workplace concentrations). Hazardous materials should be classified accordingly. Up-to-date safety data sheets are required for all chemicals.

應保持公司所用化學物質和混合物的清單或數據庫。其中應包含內部設施產品名稱、準確的化學名稱以及有關其平均儲存量的信息。應指出潛在的生態危害和健康與安全參考（水危害、易燃性、危險和安全標誌、工作場所濃度）。應對有害物質進行相應的分類。所有化學品均要填寫最新的安全數據表。

4.3.11.1 Biodiversity

Biodiversity conservation is an essential component of sustainable environmental and energy management. The facility should implement measures to assess and mitigate its impact on biodiversity, ensuring compliance with national and international environmental regulations.

The facility should document and assess land-use zoning at its location, including industrial areas, conservation zones, and buffers. Planning should consider ecological impacts and align with biodiversity conservation guidelines. Compliance with legal land-use and biodiversity protection requirements, including EIAs and habitat conservation plans, should be verified through regular audits and reviews.

Measures should be in place to respect legally protected and internationally recognized conservation areas, such as UNESCO World Heritage Sites, Ramsar Wetlands, and IUCN-designated zones. Operations should be assessed to prevent encroachment or degradation. Engagement with government agencies and conservation organizations is essential to ensuring responsible land use.

Monitoring programs should track local biodiversity impacts, including habitat conditions, species presence, and threats. Steps should be taken to minimize habitat destruction, pollution, and resource depletion. Facilities are encouraged to participate in conservation initiatives and collaborate with stakeholders to promote biodiversity-friendly practices.

The facility should identify and monitor rare, threatened, and endangered (RTE) species on its premises and implement conservation measures. Protecting habitats, managing waste responsibly, and preventing the spread of invasive species are essential steps.

生物多樣性

生物多樣性保育是可持續環境與能源管理的重要組成部分。企業應採取措施評估並減輕其對生物多樣性的影響，確保符合國家及國際環境法規的要求

生產設施應對其所在地之土地使用分區進行文件記錄與評估，包括工業區、保育區及緩衝區等。規劃時應考量生態影響，並與生物多樣性保育指引保持一致。須透過定期審核與審查，以確認其遵守土地使用與生物多樣性保護之法律要求，包括環境影響評估（EIA）及棲地保育計畫。

應制定措施以尊重受法律保護及國際認可的保育區域，例如聯合國教科文組織世界遺產地、拉姆薩濕地及 IUCN 指定區域。企業運作應進行評估，以防止侵佔或破壞。與政府機構及保育組織的合作亦是確保土地負責任利用的重要環節。

監測計劃應追蹤當地生物多樣性的影響，包括棲地狀況、物種分布及潛在威脅。應採取措施以減少棲地破壞、污染及資源枯竭。亦鼓勵企業參與保育行動，並與利益相關者合作，推動友善生物多樣性的實踐。

企業應識別並監測其場地內的稀有、受威脅及瀕危（RTE）物種，並採取保育措施。保護棲地、負責任地管理廢棄物，以及防止外來入侵物種的擴散，皆為必要步驟。

4.3.11.2 Water

The water quality of the facility should be monitored. Any type of treatment of incoming water that is necessary to ensure high quality production should be documented and operational records of these treatments should be retained. If the quality of incoming water varies and cannot be statistically monitored, the water should be tested for hazardous components. The water consumption shall be recorded and documented at least once per year.

水資源

應對設施的水質進行監測。應記錄能確保優質生產的所有必要類型的進水處理，並保留這些處理的操作記錄。如果進水質量發生變化且無法進行統計監測，應對水中的有害成分進行檢測。每年應對用水量至少進行一次記錄和歸檔。

4.3.11.3 Wastewater and Sludge

Discharge points, wastewater routes, wastewater treatment plants and delivery locations should be recorded on a wastewater map for the overall facility. The point of transfer to the public water

廢水及污泥

應在整個設施的廢水分佈圖上記錄排放點、廢水管路、廢水處理廠和最終去向。應指明通向公共水處理廠和/或水體的轉運點。

treatment plant and/or bodies of water should be specified.

The discharge points and the type of wastewater (groundwater, surface water, treated water) for individual process steps should be recorded and documented in a process diagram.

應記錄各個工藝步驟的排放點和廢水類型（地下水、地表水、處理過的水），並記錄到流程圖中。

The objective for all wastewater should be to minimise the volume, concentrations of undesired chemicals and toxicity of the wastewater released into the environment and ultimately to strive to fully eliminate the discharge of polluted water. Wastewater should be as free from harmful chemicals as possible. This objective should be accomplished using chemical management and treatment options. The elimination of toxic substances in starting materials is preferred. The sludge from the wastewater treatment plant should not contain harmful substances. This objective should be accomplished using chemical management and treatment options. The elimination of persistent, toxic and bioaccumulating substances in starting materials is preferred for wastewater treatment.

所有廢水的目標應當是最大程度減少不期望化學品的體積、濃度和釋放到環境中的廢水毒性，並最終努力完全消除污水的排放。廢水中應盡可能不含有害化學品。應使用化學品管理和處理方案來實現這一目標。首選消除原料中的有毒物質。污水處理廠的污泥中不應包含有害物質。應使用化學品管理和處理方案來實現這一目標。就廢水處理而言，首選方案是消除原料中的持久性、毒性和生物累積性物質。

4.3.11.4 Air emissions

廢氣排放

All individual emission sources with separate lines to the outside air should be recorded and documented on an emission map along with their corresponding chimney heights and diameters. References to existing exhaust air findings and limit values should be provided.

應將所有通過分離管道排入外部空氣的單獨排放源和相應的煙囪高度和直徑記錄在排放圖上。應提供現有廢氣結果和限量值作為參考。

In addition, production steps and sources of uncontrolled, supplied emissions should be identified.

此外，應確定產生不受控制的排放物的生產步驟和來源。

4.3.11.5 Energy

能源

Energy consumption for production is of central economic interest and an important ecological element. The responsible and economical consumption of energy is vital for environmentally friendly production.

生產過程中的能源消耗為核心經濟關注重點，亦為重要之環境要素。負責任且高效利用能源，對於實現環境友善之生產至關重要。

The first step towards economical energy consumption should be a unit-specific or process-specific balance sheet of the energy consumed in order to identify weak points.

實現經濟能耗的第一步應當是編制針對特定部門或特定工藝的能耗平衡表，以便識別薄弱環節。

An annual quantities and costs balance sheet of the individual forms of energy should be set out. If necessary, balance sheets containing the processed quantities should be recorded in detail for larger production modules.

應列出各種能源形式的年度消耗量和成本平衡表。如有必要，應針對較大的生產模塊將包括處理量在內的信息詳細記錄在平衡表中。

Energy-saving options that are already in use should be specified in these individual balance sheets.

各項能量平衡表中應明確列出已採用之節能措施。

The use of alternative energies, particularly non-fossil, renewable energy sources, should be given preference, as far as they are ecologically safe.

在符合環境安全前提下，應優先採用替代能源，特別是非化石之再生能源。

STeP

4.3.11.6 Solid waste

The type, quantity, origin and disposal of waste and residual materials should be documented. A balance of disposal costs and utilisation costs, including possible alternative methods of disposal, should be prepared. The primary objective should be to avoid generating waste.

Most countries have regulations and definitions of hazardous and non-hazardous waste. They should be observed. A substance balance sheet and assessment for waste generation and disposal with plans for improvements based on a goal of “zero” should be provided.

固體廢棄物

應記錄廢棄物及殘餘物之種類、數量、來源與處理方式，並編制包含處理成本與再利用成本（含可能之替代處理方式）之成本平衡分析。首要目標應為避免產生廢棄物。

大多數國家都制定了有關危險廢棄物和非危險廢棄物的法規和定義。應遵守這些法規。應提供物質平衡表以及對廢棄物產生和處置的評估結果，該評估結果中應包含基於“零排放”目標的改進計劃。

4.3.11.7 Packaging and transport

Any packaging should be provided only to the extent that it is technically unavoidable. The use of single-use packaging material should be avoided to the greatest extent possible.

Reusable packaging systems or packaging made from recycled material should be preferred.

The quantity of packaging materials and its disposal should be documented.

包裝和運輸

包裝之使用應僅限於技術上無可避免之情況，並應盡可能避免使用一次性包裝材料。

應優先採用可重複使用之包裝系統或以再生材料製成之包裝。

包裝材料之使用量及其處理方式應予以文件化記錄。

4.3.11.8 Delivery and storage

The site plan of the facility shall include the areas where chemicals are delivered, stored and supplied. The most important areas should be indicated.

A list or database containing the delivered chemicals, the place of delivery, the storage location, the place of consumption and the type of delivery and storage should be maintained.

Legal instructions for delivery and storage should be followed.

Storage places for hazardous chemicals shall be designed in such a way that the chemicals cannot escape into the environment. Only a limited and specially trained group of persons are to be able to remove the chemicals. Only quantities that are absolutely necessary from a technical perspective should be permitted in the production area. All containers with these chemicals shall be marked with the appropriate warning symbol (GHS) and first aid measures (in the form of internationally acknowledged pictograms and danger and safety signs).

Potential ecological hazards due to harmful substances in raw materials should be assessed during incoming goods inspections.

Storage conditions of all kind of materials have to be considered according to their properties (e.g. cool and dry storage, light sensitivity, application of biocides).

交貨和儲存

生產設施之廠區平面圖須標示化學品之運送、儲存及供應區域，並應明確標示最重要之區域。

應保持包含交付化學品、交貨地點、儲存地點和使用地點以及交付和儲存類型的清單或數據庫。

應遵守交貨和儲存的相關法律指令。

有害化學品儲存地點的設計應使化學品不會逃逸到環境中。只有有限和受過專門訓練的人才能夠移動化學品。在生產區域中，只允許儲存出於技術角度絕對必要的數量。所有裝有這些化學品的容器都應標有適當的警示標誌(GHS)和急救措施（採用國際公認的象形圖以及危險和安全標誌形式）。

在進貨檢驗過程中，應對原材料中有害物質導致的潛在生態危害進行評估。

必須根據材料的性質來考慮所有種類材料的儲存條件（例如，冷藏和乾燥儲存、光敏感性、生物殺滅劑的應用）。

An evaluation of suppliers based on environmental aspects should be carried out.

應基於環境要素對供應商進行評估。

4.3.12 Acceptance of Third-Party certificates

認可的第三方認證

Recognised third-party certificates that are of significance for environmental management systems are listed in Annex 8.

附錄 8 中列出了對環境管理體系具有重要意義的受認可的第三方證書。

If a facility is certified by a third-party certification system, documents and records of the certification process, including the certificate and validity period, should be provided to OEKO-TEX®.

若設施已通過第三方認證，應向 OEKO-TEX® 提供相關文件與紀錄，包括認證證書及其有效期限。

4.4 Social Responsibility

社會責任

This module deals with the conditions of a facility or organisation with a focus on responsibility towards employees and their working conditions. Social responsibility addresses the following issues: child and juvenile labour, wages and benefits, employment status, freedom of association, collective bargaining agreements and working hours, including overtime regulations. This module also addresses how harassment, abuse and discrimination can be prevented in the facility. It deals with forced labour of any kind and the conditions for sanitary facilities, changing rooms, canteen/eating areas and dormitories.

此模組關注生產設施或組織之工作條件，重點在於其對員工及工作環境之責任。社會責任涵蓋以下議題：童工與少年勞工、薪酬與福利、僱用狀況、結社自由、集體談判協議及工時（包括加班規定）。此外，本模組亦涉及防止職場騷擾、虐待及歧視之措施，並規範任何形式之強迫勞動，以及有關衛生設施、更衣室、員工餐廳 / 用餐區及宿舍之條件。

The “Social Responsibility” module includes a management system that defines targets, generates programmes and designates responsible persons for training, monitoring and evaluating social and working conditions in the facility. The management policy must be defined with reference to the social and working conditions at the facility and in compliance with specified internal and external obligations and national and regional legal requirements.

「社會責任」模組包括一套管理系統，用以訂定目標、制定方案，並指派負責人員對生產設施內之社會與工作條件進行培訓、監督及評估。管理方針須依據該設施之社會及工作條件制訂，並符合相關之內部與外部義務，以及國家及地區之法規要求。

4.4.1 Purpose

目的

The “Social Responsibility” module covers the following topics:

“社會責任”模塊涵蓋以下主題：

- The management policy with regard to social responsibility (including targets, programmes and objectives, personnel and responsibilities such as management representatives, staff training, detailed measures with schedules and responsibilities, documentation of operational procedures and the conducting of social responsibility assessments, internal audits and evaluations)
- 關於社會責任的管理政策（包括目標、計劃和目的、人員和責任如管理代表、員工培訓、包含時間表和責任的詳細措施、操作程序的文檔記錄以及社會責任評估、內部審核和評估的實施）
- Compliance with all legal, national and other requirements that apply to the facility
- 遵守所有適用於該生產設施之法律、國家及其他相關要求
- Communication with relevant stakeholders
- 與重要的利益相關者溝通
- Prevention of child labour
- 防止僱用童工
- Working environment for juvenile labour
- 為青少年勞動者提供安全的工作環境
- Work contracts
- 勞務合約
- Wages and benefits
- 工資和福利

- Freedom of association/right to collective bargaining
- Prevention of harassment and abuse
- Prevention of discrimination
- Prevention of forced, compulsory and prison labour and exploitation
- Provision of adequate sanitary facilities, canteen/eating areas and dormitories

- 結社自由/集體談判權
- 防止騷擾和虐待
- 防止歧視
- 防止強迫、強制勞動以及監獄勞工和剝削
- 提供足夠的衛生設施、食堂/飲食區和宿舍

4.4.2 General information

一般問題

4.4.3 Social Responsibility Management System

社會責任管理系統

A declaration of organisational responsibility and a management structure for issues related to social and working conditions should be the first step towards establishing a social responsibility management system. The company management nominates at least one person to be responsible for all aspects of the “Social Responsibility” module. This person is then responsible for all objectives and measures related to social responsibility, including the identification of risks and problems by conducting internal audits, compiling documentation and initiating corrective measures. Conducting and monitoring internal and external audits is part of this responsibility. This responsible person shall hold regular training sessions for all employees on the social responsibility aspects (e.g. Code of Conduct) and keep training records. The management representative responsible for social responsibility shall report directly to senior management at the facility. The responsible person for social compliance shall be trained regularly towards all aspects of the “Social Responsibility” module including any risks in this regard.

建立社會責任管理系統的第一步，應是發佈組織責任聲明並建立社會與工作條件的管理架構。管理層須指派至少一名負責人，全面負責「社會責任」模組相關事項，包括設定目標與措施、透過內部評估識別風險與問題、建立文件及啟動改善行動。其職責亦涵蓋監督內外部評估。該負責人須定期為全體員工舉辦社會責任相關培訓（如行為守則）並保存培訓紀錄，並直接向高層管理匯報。社會責任代表須定期接受有關社會責任各面向及相關風險的專業培訓。

The management system policy shall be defined and documented to ensure that it is tailored to the activities and services of the facility and its social impacts. The facility shall fulfil all regulatory provisions and any other provisions in addition to the legal requirements. It must aim to prevent negative social impacts. A management system for social responsibility can be aligned with existing compliance systems or a company code of conduct. The facility shall have a written social policy and/or code of conduct containing all the measures, obligations, objectives and procedures for ensuring social responsibility. The written social policy or code of conduct shall be signed by a representative of upper-level management. If a facility is certified by a third-party certification system, the documents and records of the certification process, including the certificate and validity period, should be provided to OEKO-TEX®.

管理系統政策須明確界定並文件化，確保其內容切合設施的運作及服務範疇及其社會影響。設施須遵守所有法規及其他相關規定，並以防止負面社會影響為目標。社會責任管理系統可與現有的合規制度或公司行為守則對應。設施須具備一份書面社會政策及/或行為守則，內容包括各項措施、責任、目標及程序，以確保社會責任的落實。該書面文件須由高層管理代表簽署。如設施持有第三方認證，應向 OEKO-TEX® 提供相關認證文件及其有效期限記錄。

STeP

Detailed measures with schedules and responsibilities should be part of the social responsibility management programme. Regular social responsibility performance audits that include employee satisfaction, productivity metrics and employee performance should be performed. The results of the social responsibility performance audits and the resulting measures describe the approach used to develop and achieve the targets. The processes for fulfilling the defined requirements for social and working condition requirements and their documentation should be described.

社會責任管理計劃應包括詳細的措施、時間表和責任。 應定期進行社會責任績效審核，包括員工滿意度、生產力指標和員工績效。 社會責任績效審計的結果和由此產生的措施應說明用於制定和實現目標的方法。 應呈現滿足社會和工作條件要求的規定程序及其文件。

The benchmarks and key figures to be reached to fulfil the social responsibility management programme should be recorded. Failure to comply with or meet them should be reported in a confidential way. Targets and key figures for the failure to fulfil or comply with the benchmarks should be documented. An internal list of all officially submitted complaints and their solutions/corrective measures shall be in place. It should be recognised that an increase in sustainability should be the objective of the existing facility. However, the facility should have special programmes for managing new projects and developments with the inherent aim of greater sustainability:

應記錄實現社會責任管理計劃應達到的基準和關鍵指標。 不符合或不滿足這些要求時，應以機密方式上報。 應記錄未實現或不符合基準的目標和關鍵指標。 應當有一份內含所有經正式提交的投訴及其解決方案/糾正措施的內部清單。 應該認識到，應將提升可持續性作為現有設施的目標。 不管怎樣，設施都應以提升可持續性為目標制定特別計劃來管理新項目和發展：

- Social objectives should be achieved and clearly defined
- 必須實現並明確定義社會目標
- Formal procedures for project changes and change orders for ensuring consistency with targets and objectives are required
- 須建立正式之專案變更及變更指令程序，以確保其與既定目標及指標保持一致。
- Management principles should be in line with current quality management standards
- 管理原則應與現行質量管理標準一致
- Regular review by top-level management of the adequacy and constant effectiveness of benchmarks and procedures within the facility
- 高層管理層應定期檢討設施內各項基準與程序之適切性及持續有效性。

The social responsibility objectives of the facility should be laid down in writing and published internally and/or externally. These objectives and achievements should be documented. The objectives should be consistent with the social policy and/or code of conduct. To ensure the social policy or code of conduct is also complied with by suppliers and subcontractors and within their entire sphere of influence, the facility should conduct training sessions on purchasing practices and monitor order quantities. The facility shall have a documentation system that ensures compliance with the requirements from the social responsibility management system.

應書面陳述設施的社會責任目標並在內部和/或外部發行。應對這些目標和成績加以記錄。目標應與社會政策和/或品質合格承諾保持一致。為確保供應商和分包商在其整個影響範圍內遵守社會政策或品質合格承諾，設施應開展有關採購實踐的培訓課程並監控訂單數量。設施應擁有文檔記錄系統，確保符合社會責任管理體系的要求。

To the greatest extent possible, these objectives should constitute a quantitative, realistic commitment with a fixed time frame for the continuous improvement of performance in relation to social responsibility. Objectives and targets should go beyond the fulfilment of legal requirements.

在最大可能範圍內，這些目標應具備可量化、具體且具時限性之承諾，以持續改善社會責任相關績效。所設定之目標與指標應超越單純符合法律要求的層面。

STeP

4.4.4 Laws and regulations

法律和法規

A collection of all the documents that form the basis for the legal existence and lawful operation of the company shall be available and kept ready for verification at any time. A list of the relevant national, regional and international laws and regulations that affect the organisation shall be available and structured so that it can be provided as content for audits and reviews at any time.

公司須備存所有構成其合法設立與合法營運基礎之文件，並隨時可供查核。另須建立並保存一份清單，列明影響該組織之相關國家、地區及國際法規，並以有系統之方式整理，以確保可於任何時候提供作為審核與審查之依據。

The facility shall be aware of the regional and national legal, regulatory and other requirements that are relevant to company operations at the facility and these requirements shall be accessible to and understood by the staff.

設施須了解與其營運相關的地區及國家法律、法規與其他要求，並確保員工可取得並理解這些規定。

This applies to regulations that:

這適用於以下規定：

- Apply to the work at facilities, transport facilities, laboratories, offices, etc. (i.e. operational activities specific to the products and services)
- 適用於設施、運輸設施、實驗室、辦公室等的工作（即，針對特定產品和服務的經營活動）的規定
- Apply to the designated use of products, goods, services and performance
- 適用於按指定使用產品、商品、服務和性能的規定
- Apply to the relevant industry sector
- 適用於相關工業部門的規定
- Are based on acknowledged global social standards, codes, principles or compliance systems
- 基於公認的全球社會標準、準則、原則或合規體系的規定

The responsible person has to act as the contact person for all matters related to social responsibility and shall be familiar with the contents of these laws and regulations. The responsible person shall ensure compliance with these laws and regulations. Compliance with all local (or national) legal requirements, the ILO Declaration on Fundamental Principles and Rights at Work, the UN Declaration of Human Rights and the OEKO-TEX® STeP requirements shall be ensured without exception.

負責人必須擔任與社會責任相關的所有事宜的聯繫人，並熟悉這些法律法規的內容。 負責人應確保遵守這些法律法規。 應確保遵守所有當地（或國家）法律要求、《國際勞工組織（ILO）工作中的基本原則和權利宣言》、《世界人權宣言》和 OEKO-TEX® STeP 要求，無一例外。

4.4.5 Stakeholder relations

利益相關方之間的關係

Staff at the facility, including senior management, should be encouraged to maintain contact with their stakeholders. This contact should go beyond regional or international NGOs and unions. Dialogue with business partners is an important tool for keeping informed about the wishes and requirements of all the parties associated with the facility, including individuals such as workers and organisations such as suppliers, NGOs or political representatives in the region. The facility should consider making investments in local communities to support local developments.

應鼓勵設施內全體員工（包括高層管理人員）與其持份者保持聯繫。此聯繫不應僅限於區域性或國際非政府組織及工會。與業務夥伴之對話是了解所有與設施相關方（包括員工、供應商、非政府組織及地方政治代表等）需求與期望之重要途徑。生產設施亦應考慮對當地社區進行投資，以支持地方發展。

Maintaining dialogue with all these stakeholders should be used as a means of developing and reviewing existing management systems. The facility should document all correspondence and communication with all the relevant business partner groups.

與所有持份者保持持續對話，應作為發展與檢討既有管理系統之手段。生產設施應完整記錄與各相關業務夥伴群體之往來與溝通文件。

The compilation of a sustainability report, preferably based on established guidelines (for instance, the GRI; see also 4.3.9.2), should serve as a basis

應將優選基於既定指南（例如，GRI；另請參見 4.3.9.2）編制的可持續報告作為向相關各方和公眾傳達詳細信息的基礎。

for communicating detailed information to interested parties and the public.

4.4.6 Child and juvenile labour

童工及青少年工人

Child labour shall be avoided in all the operational activities of the facility and in each sector related to its business activities, including its suppliers and subcontractors. The minimum employment age is 15 years, as per ILO no. 138. If the legal minimum age is higher, the facility shall comply with the regional or national legal requirements. To prevent the worst forms of child labour, the facility shall also comply with ILO no. C182.

設施及其所有相關業務範疇（包括供應商及分包商）均須杜絕童工。最低就業年齡為 15 歲，依據國際勞工組織第 138 號公約。如地區或國家法律規定之最低年齡較高，則須依從當地法例。為防止最嚴重形式的童工，設施亦須遵守國際勞工組織第 182 號公約。

A written social policy shall be developed concerning responses, remedial measures and communication in the event that workers who are younger than the minimum age are discovered and to implement a prevention system for recruitment and internal audits. This policy shall serve the interests of the child. To avoid any risks of employing children and juveniles below the minimum age, all workers shall prove their age through a valid document such as an ID card, birth certificate or family register. The prevention system should be used to continuously improve recruitment procedures. Training of managers and HR officers alongside local health/social workers and school and educational institution representatives could also help with such improvements.

必須制定書面社會政策，以便在發現工人年齡小於最低年齡的情況下作出應對、採取糾正措施和溝通，並作為實施人才招聘和內部審核預防體系的參照。該政策必須符合兒童的利益。為避免僱用低於最低年齡的兒童和青少年的任何風險，所有工人必須出示身份證、出生證明或戶口本等有效證件證明自己的年齡。應使用預防體系來持續改善招聘程序。對管理人員和人力資源專員、當地的衛生/社會工作者以及學校和教育機構代表進行培訓，也有助於實現此類改進。

If young workers are employed at the facility, a written policy on the presence and treatment of young workers shall be in place. Juvenile labour is defined as the age group between at least 15 and at most 18 years of age. These workers shall be protected by special working conditions. Workplace conditions with hazardous, toxic and dangerous materials for juvenile labour and work in areas of particularly high risk including night-time work are strictly prohibited. The facility shall comply with all the legal requirements for juvenile labour in relation to the type of work, working hours and occupational safety.

如生產設施僱用年輕工人，則須制定有關其在職場出席與待遇之書面政策。少年勞工係指年齡介乎 15 至 18 歲之人員。該等工人須受特別工作條件之保護。凡涉及危險、有毒或具高風險物質之作業環境，以及任何夜間工作，均嚴禁少年勞工參與。生產設施須遵守所有與少年勞工相關之法律要求，包括工作性質、工作時間及職業安全規定。

At least one person in the facility shall be responsible for all the legal requirements and for taking care of the needs and benefits of young workers. This person is responsible for all the measures to minimise any risk to young workers and to promote benefits, such as welfare programmes. Young workers shall be able to spend a sufficient amount of time per week in school without any wage deductions. The management policy shall prevent overtime for young workers and ensure appropriate working hours that take the legal framework conditions into account. The period of absence from their homes, including transport, working hours and school, shall not exceed 10 hours per day. When using apprenticeship schemes, the obligations to

設施內至少應指定一名負責人，負責所有與青年工人相關的法定要求及其福利。此人應採取措施以降低青年工人面臨的風險，並推動相關福利計劃。青年工人每週應能有足夠時間上學，且不得因上學而被扣薪。管理政策應禁止青年工人加班，並確保其工作時數符合法律規定。青年工人每日離家時間（含通勤、工作與上學）不得超過 10 小時。如採用學徒制度，公司應嚴格履行對青年工人的義務並遵守相關法律，不得以學徒或其他剝削性方式取代正職工作。

young workers shall be taken seriously and the company shall comply with all the legal requirements. The replacement of regular employment with apprenticeships or other exploitative practices is also prohibited.

4.4.7 Wages and Non-Wage benefits

工資和非工資福利

All staff at the facility shall be paid a wage for their work. At minimum, the minimum wage or, if higher, the industrial sector or collectively agreed wage shall be paid, which shall comply with ILO core conventions 26 and 131. Wages and non-wage benefits (including piecework rate) shall comply with all the legal requirements for wages, severance payments and non-wage benefits.

設施內所有員工均須獲得工作報酬。工資不得低於法定最低工資，若產業標準或集體協議規定較高者，應依較高標準支付，並須符合國際勞工組織（ILO）核心公約第 26 及 131 號。工資及非工資性福利(包括計件工資) 須符合法律對薪酬、遣散費及其他福利之相關要求。

These legal requirements cover wage bonuses, overtime, working on weekends and on official public holidays and holiday pay. OEKO-TEX® STeP encourages all facilities to pay wages that cover all the basic requirements and costs based on regional needs and requirements while working the regular working hours and without bonus payments. A fair wage for a decent living standard includes remuneration for food (for the worker and his/her family), housing, essential needs (healthcare, clothing, transportation, education) and savings for unexpected events. The facility shall define a strategy or roadmap how to achieve living wage for all employees. The facility should set achievable goals, like levelling wages every year or set targets to achieve living wage within 3 to 5 years. Agreements with buyers (brands) that support living wage benchmarks through pricing or commitment should be part of the strategy / roadmap. Monitoring living wage in the region of the facility should be considered either internally, or externally following Asia Floor Wage Alliance calculated min. living wage, Anker Method in partnership with Global Living Wage Coalition, with support from NGO's (e.g. Clean Clothes Campaign), negotiation with union (with or without employers) or together with brands.

這些法律要求包括薪資獎金、加班費、週末和法定假日工作以及假日工資。 OEKO-TEX® STeP 鼓勵所有設施在不計算獎金的情況下，根據地區需求和要求支付能夠滿足所有基本要求和成本的工資，同時確保正常工作時間。 體面生活所需的合理工資包括食物(工人及其家人)、住房、必要的需求（醫療保健、服裝、交通、教育) 和意外事件儲蓄的報酬。 設施應制定策略或路線圖 ,以實現所有員工的生活工資。 企業應設定可實現的目標，如每年將工資水準拉平，或設定在 3 至 5 年內實現生活工資的目標。 與買家（品牌）簽訂協議，透過定價或承諾來支持生活工資基準，應成為策略/路線圖的一部分。 應考慮在內部或外部對設施所在地區的生活工資進行監測，如亞洲最低工資聯盟（Asia Floor Wage Alliance）計算的最低生活工資、與全球生活工資聯盟（Global Living Wage Coalition) 合作的 Anker 方法、非 政府組織 (如清潔服裝運動) 的支持、與工會（有或沒有雇主) 的談判或與品牌商的合作。

The social management system at the facility should promote the ongoing monitoring of wages, taking developments in society and local framework conditions into account. The internal monitoring system at the facility should promote a continuous improvement process. This process should be based on collective bargaining agreements (preferably) or other balanced negotiations that take the needs and expenses of workers into account. This regular review shall be conducted by the social compliance officer. The process shall include monitoring of wage-related legal requirements, collective bargaining within the sector and inflation rates. The monitored changes should be incorporated into the continuous improvement of remunera-

設施之社會管理系統應促進工資之持續監督，並考量社會發展與當地條件。其內部監督系統應推動持續改進流程，該流程應以集體談判協議（為佳）或其他兼顧員工需求與開支之協商為基礎。此定期審查應由社會責任主管執行，內容包括監測薪資相關法規、產業內之集體談判及通貨膨脹率。監測結果應納入薪酬制度之持續改進中。若公司提供非工資性福利，應確保所有員工享有相同條件。

tion. If the company provides non-wage benefits, equal conditions need to be applied to all workers.

Wage deductions as disciplinary measures are prohibited. Other wage deductions are permitted only in compliance with national or regional legal provisions. In each case, any wage deductions shall be recorded in writing in the facility personnel file and workers must be informed about any deductions in an understandable manner.

嚴禁以紀律處分為由扣減工資。其他形式之工資扣減僅可在符合國家或地區法律規定之情況下進行。所有工資扣減均須以書面形式記錄於設施人事檔案中，並須以員工可理解之方式告知相關扣減事項。

The facility shall provide a written policy on wages and benefits concerning deductions, minimum wage, welfare and non-wage benefits. This social policy shall also include regulations on shift work and overtime. All workers shall be provided with pay slips that include details of wages, the current payment period, overtime premiums and piecework rate calculations.

生產設施須制定有關工資與福利之書面政策，內容涵蓋扣薪、最低工資、福利及非工資性給付等事項。該社會政策亦應包含輪班與加班之相關規定。所有員工均須獲發薪資單，列明工資明細、支付期間、加班津貼及計件工資計算方式。

All workers should be provided with regular training on non-wage benefits, piecework rates and overtime calculations. Piecework rates shall be set out through achievable and appropriate targets in the written company policy. Social insurance shall be provided to all employees and its contributions and taxes shall be paid through the facility and displayed on the pay slip. Social insurance shall cover ensure access to medical care and health services, as well as income security throughout the life cycle, particularly in the event of illness, unemployment, employment injury, maternity, family responsibilities, invalidity, loss of the family breadwinner, as well as during retirement and old age. Wages shall be paid directly to workers either by cheque, bank transfer or similar. Payment shall be made on a defined regular basis (monthly at minimum) and without delay. The facility should provide accident insurance or another compensation system, or the facility shall guarantee and document liability obligations to ensure compensation payments for workers in the event of accidents or injuries.

所有工人都應定期接受有關非工資福利、計件工資率和加班費計算的培訓。 計件工資率應在書面公司政策中透過可實現的適當目標加以規定。 應為所有員工提供社會保險，其繳款和稅款應透過企業支付，並顯示在薪資單上。 社會保險應涵蓋確保獲得醫療和保健服務，以及整個生命週期的收入保障，特別是在生病、失業、工傷、生育、家庭責任、殘疾、失去家庭經濟支柱以及退休和老年期間。 工資應以支票、銀行轉帳或類似方式直接支付給工人。 工資應按規定定期支付（至少每月一次），不得拖延。 設施應提供意外傷害保險或其他賠償制度，或設施應保證並記錄責任義務 ,以確保在發生意 外傷害事故時向工人支付賠償金。

4.4.8 Employment relationship

僱傭關係

Each employee (incl. subcontracted workers, home workers etc.) shall receive a written employment contract. The employee shall receive the original contract by his or her first day of work at the latest. This employment contract shall contain the exact terms and conditions of employment, including working times, benefits and remuneration. Legal provisions such as those arising from collective agreements and ILO core labour standards for employment contracts shall be complied with. In this way, companies endeavour to provide the greatest possible protection for employees. The employer shall ensure that the employee has understood the contract and that the work is performed on the basis of accepted bargaining agreements.

每位員工（包括外判工人及家庭工人等）均須獲得書面僱傭合約，並最遲於入職首日交付正本。該合約須明確列明僱傭條款與條件，包括工作時間、福利及薪酬。僱傭合約須遵守相關法律規定，如集體協議及國際勞工組織（ILO）核心勞動標準。公司應致力為員工提供最大程度之保障，僱主亦須確保員工已充分理解合約內容，且工作基於已認可之談判協議進行。

The facility shall create a personnel file for each employee on the day of recruitment. It should document participation in internal training sessions, incidents of undisciplined conduct and the measures required as a result.

設施應在招聘當天為每位員工創建人事檔案。 該人事檔案應記錄員工參加內部培訓課程事宜、違紀行為事件以及由此需要採取的措施。

The facility should have a written recruitment and termination policy and a written policy on development programmes and financial benefits. Employees in the HR department and other related departments shall receive regular training to ensure compliance with this policy and regional and national legal requirements. The use of employment agencies in recruitment procedures is prohibited. Recruitment agencies shall be treated as subcontractors and monitored in accordance with this standard. Subcontracted workers from recruitment agencies have the same rights and benefits as to all other workers.The HR department should document and continuously monitor the number of temporary workers, foreign workers and people who work from home. The rate of fluctuation should also be recorded. The facility parental leave periods shall comply with all legal requirements. If there are no applicable legal requirements, the company shall guarantee paid maternity leave as per the framework conditions of ILO 183 and create an internal policy.

設施應具備書面招聘與解僱政策，以及員工培訓與福利計劃的書面政策。人力資源部門及相關部門人員須定期接受培訓，以確保遵守此政策及地區與國家法規。禁止在招聘過程中使用職業介紹所；若使用，該機構應視為分包商並按本標準監管。透過中介僱用的員工應享有與其他員工同等的權利與福利。人力資源部門應記錄及持續監控臨時工、外籍工及在家工作者的人數，並追蹤人員流動率。育嬰假應符合法律規定；如無明確法規，企業須依 ILO 183 保障有薪產假並制定內部政策。

4.4.9 Freedom of Association and collective bargaining

結社自由和集體談判權

The facility shall comply with all regionally, nationally and internationally applicable legal requirements regarding the freedom of association and the right to collective bargaining. In countries in which the law prohibits or restricts freedom of association or collective bargaining, the company is not permitted to hinder alternative and legal forms of independent and free worker representation and collective bargaining in compliance with ILO core conventions 87, 98, 135, 154. The company shall explicitly promote on alternative means of representing workers in countries whose national laws prohibit or impede union organizing to promote and defend the interests of workers or employees. Workers shall have the right to form, join and organise a union/ collective bargaining. The facility shall encourage workers to nominate and elect a representative to act as a spokesperson for bringing the needs and suggestions of workers to the attention of the management.

設施須遵守所有地區、國家及國際上關於結社自由與集體談判權的法律要求。於法律禁止或限制結社自由或集體談判的國家，企業不得阻礙其他合法、獨立且自由的員工代表與談判形式，並須依據 ILO 核心公約第 87、98、135、154 號推動替代性員工代表方式，以維護勞工權益。員工有權組織、加入及成立工會 / 集體談判組織。設施應鼓勵員工推選代表，作為溝通橋樑，向管理層反映員工需求與建議。

Regular training on freedom of association, guidelines on the right to collective bargaining, procedures and applicable legal requirements should be provided for all workers. A written management policy shall include all the key figures regarding freedom of association, collective bargaining agreements and related legal provisions. Unions

必須向所有工人提供關於結社自由、集體談判權利指南、程序和適用法規要求的定期培訓。書面管理政策應包括所有關於結社自由、集體談判協議和相關法律規定的關鍵指標。工會和員工代表應有權訪問所有工作站。

and employee representatives shall have access to all workstations.

The management policy shall protect employee representatives and all members of unions or wage agreements from discrimination, harassment, intimidation or retaliation due to their commitment.

管理政策應保護員工代表和所有工會或工資協議成員，使其免於因其所做的事而受到歧視、騷擾、恐嚇或報復。

4.4.10 Grievance Mechanism

申訴機制

OEKO-TEX® references to the OECD Due Diligence Guidance on the garment and footwear sector and relies on the core criteria of operational-level grievance mechanisms: Legitimate, accessible, predictable, equitable, transparent, dialogue-based.

OEKO-TEX® 參考了經合組織（OECD）關於服裝和鞋類行業的《盡職調查指南》，並依賴於業務層面申訴機制的核心標準： 合法、可利用、可預測、公平、透明、以對話為基礎。

The facility shall implement a formal communication system that includes an internal grievance system with a procedure where workers can communicate their complaints to the responsible person within the facility (e.g. complaints box). The system shall include corrective actions describing types of complaints, analysis, remediation and actions taken.

設施須建立正式的溝通機制，其中包含內部申訴制度，使員工可透過既定程序（如意見箱）向負責人表達申訴。該制度須涵蓋糾正措施，明確記錄申訴類型、原因分析、改善及後續行動。

Additionally to the internal grievance mechanism the facility shall provide a mechanism to all workers where they can communicate their complaints externally. The OEKO-TEX® complaint mechanism or an alternative external complaint mechanism shall be used. The OEKO-TEX® complaint mechanism is established to inform the OEKO-TEX® Secretariat about any compliance breaches of the company requirements. A complaint should be sent to the Email address: complaint@oekotex.com.

除內部申訴機制外，生產設施亦須為全體員工提供可對外提出申訴之渠道。應使用 OEKO-TEX® 申訴機制或其他外部申訴機制。OEKO-TEX® 申訴機制之設立旨在通知 OEKO-TEX® 秘書處有關公司要求之任何違規情況。申訴可電郵至：complaint@oeko-tex.com

The internal grievance system and external complaint mechanism shall be easily accessible and useable for all employees. The grievance mechanisms should not undermine other means of dispute resolution.

內部申訴系統和外部投訴機制應便於所有員工訪問和使用。 申訴機制不應削弱其他解決爭議的手段。

4.4.11 Working hours

工作時間

The facility working times shall comply with all nationally and regionally applicable legal requirements, ILO core conventions 1 and 14 and wage agreements. That includes regular working time, overtime, vacation, off-season work and public holidays. Workers shall be granted the opportunity to participate in religious holidays. To avoid excessively long working hours, workers shall have at least one day off in seven. Excluding overtime, a working week shall not exceed 48 hours.

生產設施之工作時間須符合所有國家及地區適用之法律要求、國際勞工組織（ILO）第 1 號及第 14 號核心公約，以及相關薪資協議。此包括正常工時、加班、休假、淡季工作及公眾假期。員工應獲准參與其宗教節日。為避免過長工時，員工每七天內至少須休息一天。除加班外，每週工作時數不得超過 48 小時。

Overtime shall be worked on a voluntary basis. The assignment of overtime is permitted only as part of a collective bargaining agreement. Overtime shall be paid with a premium and shall not exceed 12 hours per week. Overtime shall be paid at 125% of the regular wage or on the basis of legal requirements or collective bargaining agreements, which-

加班須以自願為原則，僅可於集體談判協議範圍內指派。加班時間每週不得超過 12 小時 ,並須支付加班津貼。加班工資應為正常工資之 125% ,或依法律規定或集體談判協議中較高者支付。鑑於年度淡旺季之差異，生產設施應以書面形式明確規定此期間之最長工作時數，並將相關規定告知全體員工。

ever is higher. Due to the yearly low and high season periods, the facility shall set out the maximum working hours during these periods in writing and shall communicate this provision to the workforce.

All employees shall be granted sufficient break periods during their work, including regulations for vulnerable individuals like - but not restricted to - juvenile workers, young mothers, pregnant women. The legal regulations and applicable collective bargaining agreements shall be complied with in this regard.

所有員工在工作期間應獲得足夠的休息時間，遵守包括針對弱勢群體（但不限於未成年工、年輕母親、孕婦）的規定。 在這方面，應遵守法律規定和適用的集體談判協定。

Employees, management and directors should receive training regarding working time directives and the applicable legal provisions. These training sessions should be held on a regular basis. The facility shall nominate a responsible person for all time monitoring key figures and records who has knowledge of the legal provisions.

員工、管理層和董事應接受有關工作時間指令和適用法律規定的培訓。 應定期舉辦這些培訓課程。 設施應指定一位熟悉法律規定的負責人，全天候監控關鍵指標和記錄。

4.4.12 Harassment and abuse

騷擾和虐待

All employees shall be treated with dignity and respect. The working conditions at the facility shall comply with all regionally, nationally and internationally applicable legal provisions concerning harassment and abuse at the workplace. Neither physical punishment nor wage deductions are permitted as disciplinary measures. Verbal attacks and any form of coercion against the worker are also not permitted. Disciplinary measures shall take into account existing legal provisions and shall be documented in writing (e.g. in the personnel file).

所有員工都應受到尊重與有尊嚴的對待。 設施的工作條件必須遵守地區、國家及國際上有關職場騷擾與虐待的法律規定。 不得以體罰或扣薪作為紀律處分，也不得對員工進行言語攻擊或任何形式的強迫。 紀律措施須符合相關法律規定，並以書面形式記錄（例如於人事檔案中）。

A written policy for avoiding physical, psychological, verbal or sexual abuse and harassment (including gestures and touching) shall be compiled. This policy shall also include a prevention system for avoiding harassment and abuse at the workplace, in dormitories or in other areas of the facility. Such conduct shall not be tolerated by the employer. An anonymous complaints system for eliminating harassment and abuse shall be in place. A designated trusted person shall be made available to review anonymous complaints from workers. Such an ombudsperson should be available for each gender.

應編製書面政策，以避免身體、心理、言語以及性虐待和性騷擾（包括手勢和觸摸）。 該政策還應包括預防體系，以避免在工作場所、宿舍或設施其他區域發生騷擾和虐待。 用人單位不得姑息此類行為。 應建立旨在消除騷擾和虐待的匿名投訴體系。 應指定可信賴的專員負責審查工人的匿名投訴。 此類監察員應分設男性和女性。

Training on the prevention of harassment and abuse at the workplace and the applicable legal requirements should be conducted for all employees on a regular basis. Prevention also includes the communication of disciplinary measures. A functioning support or welfare programme, such as professional counselling, should be in place for workers who have been the victim of harassment/abuse. To uncover the risk of harassment and abuse, social compliance audits should be conducted on a regular basis.

應為全體員工定期舉辦有關預防職場騷擾與虐待及相關法律要求之培訓。 預防措施亦應包括紀律處分制度之明確傳達。 對曾遭受騷擾或虐待之員工，應設立有效之支援或福利機制，例如專業輔導服務。 為辨識潛在之騷擾與虐待風險，應定期進行社會責任合規審核。

STeP

4.4.13 Discrimination

歧視

The facility shall comply with ILO's core conventions 110, 111, 159 and all regionally, nationally and internationally applicable legal requirements concerning all forms of discrimination.

設施須遵守 ILO 核心公約第 110、111、159 號，以及所有地區、國家與國際層面關於各類歧視之適用法律要求。

All workers shall be treated equally and given the same opportunities based on performance and skills, with no discrimination due to race, origin, disability, religion, caste, ethnic background, gender, age, sexual orientation, union or political affiliation or any other personal and physical characteristics. Equal treatment of all employees shall form part of a non-discriminatory employment, recruitment and promotion policy. The facility should encourage and practice diversity in the recruitment of employees. The facility shall pay equal wages regardless of gender, ethnic background or other physical or personal characteristics. Discrimination shall not be tolerated by the employer. The company policy should include a monitoring system for identifying and reviewing any risks of discrimination. Routine surveys should be conducted to assess whether and to what extent the workers feel that they receive fair, equal and satisfactory treatment.

所有員工應基於表現與技能獲得平等對待與機會，不得因種族、出身、殘障、宗教、階級、族裔、性別、年齡、性取向、工會或政治立場或其他個人與身體特徵而受歧視。平等對待應納入非歧視性的聘用、招聘及晉升政策中。設施應鼓勵並實踐多元化招聘，並確保薪酬不因性別、族裔或其他特徵而有差異。僱主不得容忍任何形式的歧視。公司政策應包含監測系統，用以識別與檢視歧視風險，並定期進行員工調查，以評估其對公平與平等對待的感受與滿意度。

If a medical test is required by law (e.g. HIV testing), it is not considered to be discriminatory but shall be documented and monitored. Medical tests for pregnancy during the recruitment process and during the period of employment are strictly prohibited.

若法律要求進行特定醫學檢測（如 HIV 檢測），則不構成歧視，但須進行記錄與監督。嚴禁於招聘階段或受僱期間實施懷孕測試。

Workers, managers and directors at the facility should receive regular training in relation to anti-discrimination directives and applicable legal provisions.

設施的工人、管理人員和董事應定期接受有關反歧視指令和適用法律規定的培訓。

4.4.14 Forced, bonded, indentured and prison labour

強迫、抵債、契約和監獄勞工

The facility shall comply with ILO's core conventions 29 and 105 and all regional, national and international legal requirements regarding forced labour, exploitation, compulsory and prison labour. A policy shall be developed to ensure that employees are not restricted in terms of their personal freedom and are in possession or control of their own identity cards, work permits and travel documents. Any forms of slavery, such as Sumangali, are strictly prohibited. During working hours, personnel and workers shall be allowed to use toilets, drink tap water and take breaks as defined by labour law without fear of disciplinary punishment.

生產設施須遵守國際勞工組織（ILO）第 29 號及第 105 號核心公約，並符合所有區域性、國家及國際層面的強迫勞動、剝削、強制及監獄勞動之法律要求。應制定相關政策，以確保員工人身自由不受限制，並自行持有或保管其身份證件、工作許可及旅行文件。任何形式之奴役行為（例如 Sumangali 制度）均嚴禁發生。於工作時間內，員工及工人應可依據勞動法規定，自由使用洗手間、飲用自來水及休息，且不應因行使此權利而遭受任何紀律處分。

The company policy shall strictly prohibit the collection of deposits or security payments during the recruitment process and during further employment. In addition, any support of human trafficking shall be prohibited. Workers shall be free to quit their jobs without contractual penalty if they give

公司政策應嚴厲禁止在招聘過程中和續聘期間收取訂金或保證金。此外，應禁止對人口販賣予以任何支持。如果工人給予合理的通知，則可以自由辭職，而不必支付違約金。在非工作時間內，工人有權不受任何限制地自由行動。

reasonable notice. Workers shall have the right to move freely without any restrictions during non-working hours.

The facility should operate with a monitoring system to prevent any risk of forced, bonded, indentured and prison labour in the recruitment process. This includes the prohibition of the use of labour brokers.

設施應設立監察系統，以防止在招聘過程中出現強迫、債役、契約或監獄勞動的任何風險，並禁止使用勞務中介。

The facility should train workers, managers and directors regarding the prevention of forced, bonded, indentured and prison labour and on contractual labour practices and the applicable legal requirements. Security staff shall receive special training on a regular basis.

生產設施應為員工、管理人員及主管提供培訓，內容涵蓋防止強迫、債役、契約及監獄勞動，以及合約用工實務與相關法律要求。保安人員須定期接受專項培訓。

4.4.15 Sanitary facilities, changing rooms, canteen/eating areas and dormitories

衛生設施、更衣室、食堂/就餐區和宿舍

The facility shall comply with all regionally, nationally and internationally applicable legal requirements concerning sanitary facilities. Sanitary facilities, particularly toilets and washrooms, shall be made permanently accessible in sufficient quantity to all workers in the facility areas and dormitories areas. They shall be free to use and the facility shall employ staff to clean and maintain the sanitary facilities.

生產設施須遵守所有地區性、國家及國際層面有關衛生設施之法律要求。衛生設施，特別是洗手間與盥洗室，須永久對全體員工開放，並於廠區及宿舍區提供足夠數量。所有衛生設施應免費使用，且設施須聘用人員負責清潔與維護。

If meals are provided in the facility during working hours and if any employees live in accommodation at the facility, the food and dormitories shall comply with all the regional and national legal requirements. The facility management policy shall include clean and well maintained food storage and canteen/eating areas. The food provided shall be optional for workers and be comparable to local conditions. If food is provided, the quantities shall be appropriate and the conditions shall be hygienic. Free and clean drinking water shall be available to all workers at all times. The water quality shall be monitored by the company.

若生產設施於工作時間內提供膳食，或有員工住宿於設施內，則所提供之膳食及宿舍須符合所有地區性及國家之法律要求。設施管理政策應涵蓋食品儲存及員工餐廳 / 用餐區之清潔與良好維護。所提供之膳食應為員工自願選擇，並與當地一般條件相當。若提供膳食，份量須適當且環境衛生。所有員工均應可隨時取得免費且潔淨之飲用水，其水質須由公司定期監測。

Dormitories at the facility shall comply with all applicable local and national legal requirements. To monitor this compliance, the facility should perform regular assessments of the sanitary facilities and its maintenance. The dormitories should be located in buildings that are separated from production and storage areas. The personal space in the dormitories shall be adequate and should guarantee privacy. Dormitories shall be optional for workers and shall be comparable to local conditions. The building safety requirements in chapter 4.6.3 are to be complied with. Where applicable, childcare facilities should be provided and shall also comply with legal requirements.

設施內之宿舍須符合所有適用之地方法規及國家法律要求。為確保持續合規，設施應定期檢查宿舍衛生設施及其維護情況。宿舍應設於與生產及儲存區分離之建築內，並提供足夠個人空間以保障私隱。住宿應為員工自願選擇，且其條件應與當地一般水準相當。須遵守第 4.6.3 章所述之建築安全要求。如適用，應提供托兒設施，並確保符合相關法規。

At least one person shall be appointed by the facility to take responsibility for all the needs and

生產設施須至少指派一名人員，負責確保更衣室、衛生設施、員工餐廳 / 用餐區及宿舍之良好維護、安全

tasks in relation to ensuring well maintained, safe and clean changing rooms, sanitary facilities, canteen/eating areas and dormitories. This responsible person shall be notified to employees as the contact person for these matters, and reports directly to management.

與清潔。該負責人應通知全體員工，作為此等事務之聯絡人，並直接向管理層報告。

A management policy shall be introduced that covers all matters related to sanitary facilities, canteen/eating areas and dormitories. The facility should provide workers, managers and directors with training regarding the management policy on sanitary facilities, canteen/eating areas and dormitories.

應制定涵蓋所有衛生設施、食堂/就餐區和宿舍相關事項的管理政策。設施應向工人、管理人員和董事提供有關衛生設施、食堂/就餐區和宿舍管理政策的培訓。

4.4.16 Acceptance of Third-Party certificates

認可的第三方認證

Recognised third-party certificates that are of significance for social responsibility are listed in Annex 8.

附錄 8 中列出了對社會責任具有重要意義的受認可的第三方證書。

If a facility is certified by a third-party certification system, documents and records of the certification process, including certificates and validity periods, should be provided to OEKO-TEX®.

若生產設施已通過第三方認證系統，則應向 OEKO-TEX® 提供相關文件與紀錄，包括認證證書及其有效期限。

4.5 Quality Management

質量管理

Quality management consists of a management system and its introduction and application. ISO 9001 is the preferred accredited model. This standard is of vital significance and is acknowledged worldwide as the most successful and reliable standard for documentation and practice. It also incorporates the field of general management and other fields that are not covered by other modules.

質量管理包括管理體系及其引進和應用。 ISO 9001 是首選受認可的模型。該標準具有重要意義，並且是全球公認的最成功且最可靠的文檔和實踐標準。它還包括一般管理領域及其他模塊未涵蓋的其他領域。

The process of achieving business excellence and contemporary approaches such as risk assessments and corporate governance form a part of quality management with OEKO-TEX® STeP. These issues are extremely important and have a significant effect in the area of sustainability. The company's sustainable behavior is closely linked to the quality policy and agreements made with other companies. Management interest in sustainability is therefore hugely important.

追求卓越營運及採用現代化方法（如風險評估與公司治理）是 OEKO-TEX® STeP 品質管理的一部分。這些議題對永續發展影響深遠，公司之永續行為與品質政策及對外協議緊密相關，因此管理層對永續的重視至關重要。

4.5.1 Purpose

目的

The introduction of a Quality Management System (QMS) and additional management tools such as business excellence, risk management and corporate governance is a fundamental strategic business decision. The design and scope of these factors largely depend on the needs/interests of a facility. Neither ISO 9001 nor OEKO-TEX® stipulate a specific form of rollout of these management systems. The basic system is the most important (e.g. ISO 9001). ISO 9001 certification is not obligatory to obtain OEKO-TEX® STeP certification. However, any quality system should maintain product

導入品質管理系統（QMS）及其他管理工具（如卓越經營、風險管理與公司治理）為企業之基本策略決策。其設計與範疇主要取決於設施之需求與利益。ISO 9001 與 OEKO-TEX® 均未規定此類管理系統之具體推行形式，其中以基本系統（如 ISO 9001）最為關鍵。獲得 ISO 9001 認證並非取得 OEKO-TEX® STeP 認證之必要條件。然而，任何品質系統均應確保產品與流程品質，並能客觀展現企業各層面之持續改進，即使不一定需採用書面程序。

quality and processes and objectively demonstrate continuous improvement in all areas of the business without (necessarily) involving written procedures.

A QMS framework is required to obtain OEKO-TEX® STeP certification. The scope of the OEKO-TEX® STeP "Quality Management" module consists of a QMS and additional facets such as risk management and corporate governance. Essentially, a QMS should fulfil the requirements of the ISO 9000 series of standards or a comparable standard. The presence of such a system (certified or not) forms the entry-level basis for OEKO-TEX® STeP. Providing proof of such a system through a certificate minimises the amount of time and effort that OEKO-TEX® needs for verification and auditing.

需要擁有 QMS 框架才能獲得 OEKO-TEX® STeP 認證。 OEKO-TEX® STeP"品質管理"模組的範圍包括 QMS 以及風險管理和公司治理等其他方面。 從本質上講 ,QMS 須滿足 ISO 9000 系列標準或同類標準的要求。 存在此類體系(無論是否通過認證)是 OEKO-TEX® STeP 的入門級基礎。 通過證書提供此類體系的證明，可最大程度減少 OEKO-TEX®驗證和審核所需的時間和精力。

Quality management systems as described, for example, in the ISO 9000 series of standards, include formal requirements. The following points/paragraphs are of a general nature and can be applied to any sectors regardless of the type or size of products provided.

品質管理系統（例如 ISO 9000 系列標準所述）包含一系列正式要求。以下各項內容屬一般性原則，適用於任何產業領域，無論其產品種類或規模大小。

At minimum, an effective quality management system shall include the following items:

有效的質量管理體系至少應包括以下內容：

- Quality Policy
- Process description (documentation of work flows and material flows)
- Clearly defined responsibilities that are disclosed and known throughout every level of a company
- Product traceability
- Quality control system
- Continuous employee training and knowledge management
- Continuous improvement process

- 品質方針
- 過程描述（記錄工作流程和物料流的文檔）
- 明確界定的責任，需在公司的各個層級公開並使人知悉
- 產品可追溯性
- 質量控制體系
- 持續的員工培訓和知識管理
- 持續的改進過程

4.5.2 Management of quality, operating and sustainability policy and its objectives

質量、營運和可持續性政策的管理及其目標

A QMS is a management tool and a documented description of the process and activities involved in achieving quality management objectives. It shall include documentation that describes the QMS procedures and its introduction, maintenance and communication. In addition to the basic system for implementing the ISO 9001 standard, OEKO-TEX® also values the process of obtaining business excellence and introducing contemporary management approaches in the field of risk management and corporate governance.

QMS 是一種管理工具和對實現質量管理目標所涉及的過程和活動的文檔描述。它須包括描述 QMS 程序及其引進、維護和溝通的文檔。除用作實施 ISO 9001 標準的基本體系以外，OEKO-TEX®還重視實現卓越經營並在風險管理和公司治理領域引入現代管理方法的過程。

The company shall establish, operate and maintain at least one QMS. The format of the QMS should ensure that the organisational activities are in accordance with the specified management of quality policy and its corresponding objectives. The ISO

公司須建立、運作並維護至少一套品質管理系統(QMS)。該系統之架構應確保組織活動符合既定之品質管理方針及其相應目標。此處承認國際標準 ISO 9000 系列為整合型品質管理系統之典範架構。

9000 series of international standards are recognised here as a model template for integrated QMS platforms.

The organisation should improve its effectiveness, particularly in relation to its quality and sustainability objectives. For this purpose, OEKO-TEX® works with the requirements of the ISO 9001 standard with regard to general requirements and documentation requirements such as the quality manual, document control and record control.

組織應致力提升其效能，特別是在品質與永續目標方面。為此，OEKO-TEX® 依循 ISO 9001 標準之要求，涵蓋一般性要求及文件化要求，如品質手冊、文件管制與紀錄管制等。

4.5.3 Management responsibility

管理層責任

4.5.3.1 Management duties

管理層職責

Upper-level management commits to engage itself with the responsibilities of a management system. Members of management should make explicit comment on the subject and demonstrate their interests in developing and promoting management systems by:

高層管理人員需確保承擔管理體系的責任。管理層成員應就該主題發表明確意見，並通過以下方式證明其對發展和促進管理體系的關注：

- Informing all stakeholders about the importance of quality
- Setting and achieving goals
- Defining a quality policy and targets for their system
- Providing appropriate resources (e.g. personnel, plants, equipment, IT)
- Ensuring appropriate planning
- Regularly verifying system performance

- 告知所有利益相關者質量的重要性
- 制定和實現目標
- 為其體系確定質量方針和目標
- 提供足夠的資源（如人力、廠房、設備、信息技術）
- 確保進行充分的規劃
- 定期驗證體系效能

4.5.3.2 Customer orientation

關注客戶

Management should identify customer requirements and attempt to increase customer satisfaction.

管理層應確定客戶要求並努力提高客戶滿意度。

4.5.3.3 Quality Policy

品質方針

The management team is responsible for complying with requirements (including legal provisions) for safeguarding the management and quality policy for the management review and providing the necessary resources. The facility shall compile and apply a quality policy. The management team should commit to meeting the requirements of the quality system, including continuous improvement. The management team should communicate this policy and ensure that it has been understood.

管理團隊有責任遵守相關要求（包括法律規定）以使管理得到保障、遵循質量方針以便管理審查並提供必要的資源。設施應制定並應用質量方針。管理團隊應致力於滿足質量體系的要求，包括持續改進。管理團隊應傳達該方針並確保其得到理解。

Management should ensure that the quality policy:

管理層應確保質量方針：

- Is appropriate
- Constitutes an obligation to achieve continuous improvements and to effectiveness in the business
- Constitutes a tool that can be used to defined and assess targets
- Has been communicated and understood

- 適當
- 構成實現持續改進和業務效率的義務
- 構成可用於確定並評估目標的工具
- 已得到傳達和理解

- Incorporates any specified/agreed improvements

- 包含任何指定/商定的改進

The management team should deliberately develop systematic plans for applying/using the quality policy. The quality policy provides assistance in the formulation of measurable quality targets.

管理團隊應謹慎制定應用/使用質量方針的系統計劃。質量方針有助於制定可量化的質量目標。

4.5.3.4 Quality planning

質量策劃

The management team should set measurable objectives and suitable plans for achieving these objectives. The management team should ensure that the plans are achieved at the relevant points within the organisation

管理團隊必須設定可測目標和實現這些目標的合適計劃。管理團隊必須確保計劃在組織內的有關地點得以實施

4.5.3.5 Responsibility and authorisation

責任和授權

The management team should specify and communicate who is responsible for which tasks and define responsibilities and authorisations. A member of upper-level management should be given overall responsibility for the quality system. Effective methods of internal communication should be in place.

管理團隊必須明確和傳達各人負責的任務，並確定職責和權限。高層管理人員應全面負責質量體系。應建立有效的內部溝通方法。

4.5.3.6 Internal audit and management review

內部管理評審

A management system is a living system and should be dynamic. Therefore, the QMS should be reviewed in frequent and regular intervals. The facility shall have a procedure and particularly an audit plan/program for determining the suitability of the QMS. The key to this is to assess quality management activities and their effective introduction and implementation. Internal audits of the quality system shall be performed annually and according to an audit plan/program containing the main points to be audited within 3 years.

管理體系是一個不斷發展變化的體系，應保持動態。因此，應定期對 QMS 進行頻繁的定期審查。設施應制定一套用於確定 EMS 適用性的程序，特別是一套審核計劃。該程序的關鍵在於評估環境管理活動及其有效的引入和實施。每年應按照包含 3 年內主要待審事項的審核計劃，對環境影響和管理體系進行內部審核。

A corresponding audit report shall be issued incl. name(s) of internal auditor(s), findings as well as a corrective and preventive action plan. Whenever possible, photos as evidence should be included. Furthermore it shall be defined who is accountable for ensuring the corrective action and a date for completion of such.

應發佈相應的審核報告，包含內部審核員姓名、審核結果以及糾正與預防措施計劃。盡可能附上照片作為證據。此外，還應確定由誰負責確保採取糾正措施，以及完成糾正措施的日期。

The system and its performance has to be reviewed by the management with an input and output approach that considers the following aspects:

必須由管理層對該體系及其性能進行審查，其中應採用一種輸入和輸出的方式，將考慮以下幾個方面：

- Customer feedback
- Performance, non-compliance
- Audits
- Measures taken
- Changes and the need for improvement
- Trend in objectives
- Remedial measures to be taken to correct trends

- 客戶回饋
- 績效，不合規
- 審核
- 採取的措施
- 變化和改進需要
- 目標的趨勢
- 糾正趨勢需採取的補救措施

The results of the reviews, including decisions and measures, shall be documented.

須記錄包括決定和措施在內的審查結果。

4.5.4 Resource management

Management shall decide which resources (human, financial and material resources) are needed for the system, and which resources are generally required to ensure unrestricted operation and improve customer satisfaction through high quality goods and services.

Management should ensure that employees are competent, and should involve employees whose work affects whether services/products meet requirements. Management should decide which skills are required; these skills should be promoted and obtained. It should be ensured that staff are trained appropriately (in accordance with the objectives). In addition, the effectiveness of the training/measures taken has to be evaluated. Management should identify the infrastructure and work environment needed to meet the requirements of the system and the facility. These conditions should be established and maintained.

資源管理

管理層須確定系統所需的資源（人力資源、財務資源和物質資源），並確定確保不受限制的營運並通過高質量產品和服務提高客戶滿意度通常所需的資源。

管理層應確保員工具備相應能力，並讓其參與影響產品／服務品質的相關工作。管理層須明確所需技能並加以培養與取得，確保員工接受符合目標的適當培訓，並評估培訓或措施的成效。同時，管理層應確認並維持達成本系統及設施要求所需的基礎設施與工作環境。

4.5.5 Requirements for products and services

The management team should plan and develop the processes required to ensure maximum-quality products/services. The management team should know and understand the requirements for the individual products/services to ensure that customer processes are effective and these requirements can be met. Effective ways to communicate with internal and external stakeholders and customers should be in place.

Any assessment relating to the safety of products for end consumers should be reviewed and, where possible, proven through a certification (e.g. STANDARD 100 or OEKO-TEX® LEATHER STANDARD, GOTS, PSA type-examination certificate, EN 14682:2008, EN 71-1, etc.).

The correct material composition should be specified on all delivered products or in the accompanying documents.

The potential harmful consequences of desired and undesired substances in the products (human ecology) should be known and reduced through the selection of suitable processes and chemicals.

產品或服務要求

管理團隊應規劃並建立相關流程，以確保產品／服務之最高品質。管理團隊須了解並掌握各項產品／服務之要求，以確保客戶流程運作有效並能滿足相關需求。同時，應建立有效之內部與外部持份者及客戶溝通機制。

任何與最終消費者產品安全相關之評估均應進行審查，並於可行時以認證方式加以證明（例如：STANDARD 100、OEKO-TEX® LEATHER STANDARD、GOTS、PSA 型式檢驗證書、EN 14682:2008、EN 71-1 等）。

應在所有交付產品或隨附文件上註明正確的材料成分。

應了解產品中預期及非預期物質對人體生態之潛在有害影響，並透過選用適當之製程與化學品以降低該等影響。

4.5.5.1 Design and development

Effective processes for designing and developing products/services should be in place. They should consider the following topics:

- Planning of design/development
- The definition of the inputs needed for design/creation/development
- The creation of a design/plan in a form that allows verification of the output

設計和開發

必須建立設計和開發產品/服務的有效流程。它們應考慮到以下要點：

- 規劃設計/開發
- 定義設計/創建/開發所需的輸入
- 以可驗證輸出成果之形式建立設計／計劃。

- The review of the design/plan at suitable stages
- Ensuring that the result meets the agreed and specified requirements (verification)
- Validation of the design (where practicable)
- Management of any changes that occur during the design phase

- 在合適的階段對設計/計劃進行審查
- 確保結果符合已約定及明確規定之要求（驗證）
- 驗證設計（若可行）
- 對設計階段發生的任何變更進行管理

4.5.5.2 Purchasing (suppliers and contractors)

採購(供應商和承包商)

Any purchasing, outsourcing or subcontracting of goods, materials or services related to services or products shall be controlled. It shall be ensured that all purchased goods/services meet all specified re-quire-ments. Suppliers and supply chains shall be assessed and monitored. A description of planned purchases shall be compiled to ensure that all re-quirements in this regard are met. Suppliers, sub-suppliers, contractors and sub-contractors shall be involved in the process of improving social working conditions, safety and environmental matters and the measures in this regard.

所有與產品或服務相關之採購、外判或分包活動均須受控管，並確保所有採購之商品 / 服務符合既定要求。供應商及供應鏈須經評估與持續監督，並應制定採購計畫以確保相關要求得以滿足。供應商、次級供應商、承包商及分包商均應參與改善社會工作條件、安全及環境相關事項之流程與措施。

Therefore, suppliers, sub-suppliers, contractors and sub-contractors shall:

因此，供應商、次級供應商、承包商和分包商應：

- Establish and maintain appropriate procedures for selecting sub-contractors based on their ability to meet the STeP requirements
- Maintain appropriate documentation for meeting the STeP requirements
- Provide training options for outworkers in relation to personal pro-tection, workers' rights and access to employee information in the facility
- Provide evidence that all requirements are met. There are different stages for providing this proof. As a minimum requirement, the supplier, sub-supplier and/or contractor, sub-contractor shall sign the OEKO-TEX® STeP Code of Conduct for supplier, which can be found in Annex I:
- Stage 1: a contractual agreement between the facility and the supplier, sub-supplier, contractor or sub-contractor to conform to the requirements in the OEKO-TEX® STeP Code of Conduct for suppliers. If these requirements are not met, the facility shall have a contractual right and duty to immediately terminate business relationships with the supplier, sub-supplier and/or contractor, sub-contractor.
- Stage 2: a written commitment to work in accordance with STeP minimum requirements, which is verified by the customer.
- Stage 3: carrying out and passing a self-assessment in accord-ance with OEKO-TEX® STeP.
- Stage 4: carrying out and successfully passing the OEKO-TEX® STeP certification process.

- 建立並維持適當的程序以根據分包商滿足 STeP 要求的能力選擇分包商
- 維持適當的文件記錄以滿足 STeP 要求
- 從人身保護、工人權利和在設施內訪問員工資訊方面為外包工人提供培訓選項
- 提供滿足所有要求的證據。 提供這些證據分不同的級別。 供應商、次級供應商和/或承包商、分包商應簽署 OEKO-TEX® STeP 供應商行為準則（詳見附錄 1），這是最低要求。
- 級別 1：設施和供應商、次級供應商、承包商或分承包商之間簽署合同協定，以遵守供應商 OEKO-TEX® STeP 行為準則中的要求。 如果未滿足這些要求，根據合同規定，設施有權利和義務立即終止與供應商、次級供應商和/或承包商、分承包商的業務關係。
- 級別 2：符合 STeP 最低要求且經客戶驗證的書面工作承諾。
- 級別 3：根據 OEKO-TEX® STeP 執行並通過自我評估。
- 級別 4：執行並成功通過 OEKO-TEX® STeP 認證過程。

Suppliers should be involved in the process of improving social and environmental ethics.

供應商應參與社會及環境道德改善的相關進程。

The following STeP principles apply to suppliers, sub-suppliers, contractors and sub-contractors: All the companies involved in the supply chain are responsible for ensuring the compliance of all the preceding steps in the supply chain. Everyone involved in the supply chain should promote this philosophy and use their purchasing power accordingly. Sustainability policies (including social, safety and environmental policies), procedures and expectations should be clearly documented and communicated to direct business partners. The consistent use of myOEKO-TEX® is an effective tool for reviewing the supply chain in relation to the issue of "compliance".

以下 STeP 原則適用於供應商、分供應商、承包商和分包商：參與供應鏈的所有公司都有責任確保供應鏈中所有前述步驟的合規性。供應鏈中的每位成員都應推廣這一理念，並相應地使用他們的購買力。應明確記錄可持續性政策（包括社會、安全和環境政策）、程序和期望，並將其傳達給直接業務合作夥伴。使用 myOEKO-TEX® 是審查供應鏈"合規性"相關問題的有效工具。

The facility should work with subcontrators who are STeP certified or have at least knowledge about the KPI's of the subcontractors such as water consumption, wastewater, air emission, caron footprint and amount of waste.

設施應與已獲 STeP 認證的分包商合作，或至少掌握分包商的關鍵績效指標（KPI），如用水量、廢水排放、空氣排放、碳足跡及廢棄物產量。

4.5.5.3 Operations management

營運管理

Effective means of monitoring the results of the provision of products/services should be in place.

應建立監視產品/服務供應結果的有效措施。

Services/products shall be identifiable at all times and tracked (traceability) throughout all stages of production.

服務 / 產品須於任何時候均可識別，並能於生產各階段實現可追溯性。

Any property supplied by customers (including intellectual property) and confidential information should be treated with the required care. Products/components should be treated with the required care during storage, delivery, etc., to ensure that they remain in good condition. It shall be ensured that production processes and manufactured and/or sold products conform to the OEKO-TEX® STeP standard at all times.

對客戶所提供之任何財產（包括智慧財產）及機密資訊，應予以適當保護與謹慎處理。產品 / 零組件於儲存、運輸等過程中亦應妥善管理，以確保其維持良好狀態。並須確保生產流程及所製造及 / 或銷售之產品，於任何時候均符合 OEKO-TEX® STeP 標準之要求。

4.5.5.4 Measurement and monitoring equipment

測量和監視設備

When compiling measurements, it shall be ensured that the results are valid and conform to the requirements of the OEKO-TEX® STeP standard.

編製測量方案時，應確保結果有效且符合 OEKO-TEX® STeP 標準的要求。

The equipment and processes required to do so should be identified. Suitable equipment and tools should be chosen. It should be ensured that the results are and remain accurate.

應識別完成該作業所需之設備與流程，並選用適當之設備與工具。同時須確保所得結果準確且持續維持其準確性。

4.5.6 Measurement, analysis and improvement

測量，分析和改進

Suitable processes should be established to ensure that services/products meet all the relevant requirements (for all stakeholders) and also incorporate improvements. Processes and services/products (if necessary) should be monitored and meas-

應制定合適的流程，以確保服務/產品滿足所有相關要求（對於所有利益相關方）並且還包括改進措施。應監視並測量流程和服務/產品（如有必要），以驗證是否取得了預期結果。這通過以下方式完成：

ured to verify that the intended results have been achieved. This is to be done through

- Monitoring of customer satisfaction
- Planning and implementation of a suitable programme for internal system audits, including a process
- Ensuring suitable methods for monitoring/measuring the processes (internal and external audits; processes have to be revalidated if they are complex)
- Monitoring and measuring of products/services at suitable stages; approving the end product only when all the requirements are met
- Maintenance of equipment and machines

- 監視客戶滿意度
- 規劃並執行適當之內部系統審核方案，包括相關流程。
- 確保監測/測量該流程的過程（如果內部和外部審核及流程較複雜，須重新驗證）合理
- 在合適的階段監視並測量產品/服務；僅在滿足所有要求時批准最終產品
- 設備和機器維護

4.5.7 Non-Compliance and corrective action

不合規和糾正措施

Non-compliances shall be dealt with in a suitable manner. This includes a written procedure. Information should be gathered and analysed. A decision should then be made regarding which information is required to determine how well the system is working and how it can be improved. This data should be collected, analysed and used to compile an effective analysis of the causes and the methods for correctional measures.

所有不符合事項均須以適當方式處理，並應具備書面程序。應蒐集並分析相關資訊，據以判定系統運作之有效程度及可改進之方向。所取得之資料須經整理與分析，用以形成有效之原因分析，並制定相應之矯正措施方法。

4.5.8 Continuous improvements

持續改進

The quality of the system and the products and services should be continually improved. A systematic approach and procedure for correcting non-conformity and preventing such a recurrence is required. A systematic approach and procedure for preventing potential non-conformity or defects is required.

應持續改進體系、產品和服務質量。需要採用系統的方法和程序來糾正不合規現象並防止其再次出現。需要採用系統的方法和程序來預防潛在的不合規現像或缺陷。

4.5.9 General information

一般信息

4.5.9.1 Legal existence

合法實體

A collection of all the documents that form the basis for the legal existence and lawful operation of the production facility shall be available and kept ready for verification at any time.

須備存所有構成設施合法存在及營運依據的文件，並隨時可供查驗。

4.5.9.2 Legislation

法規

The facility shall be aware of the legal, regulatory and other requirements that are relevant to the overall facility and these requirements shall be accessible to and understood by the staff. This applies to regulations that:

生產設施須了解所有與其整體運作相關之法律、法規及其他要求，並確保員工可取得並理解其內容。此要求適用於以下類型之規範：

- apply to the work in facilities, transport facilities, laboratories, offices, etc. (that is, operational activities specific to the products and services)
- apply to the designated use of products, goods, services and performance
- apply to the relevant industry sector

- 適用於設施、運輸設施、實驗室、辦公室等的工作（即特定於產品和服務的經營活動）的規定
- 適用於按指定使用產品、商品、服務和性能的規定
- 適用於相關工業部門的規定

- are based on recognised worldwide environmental principles

- 基於全球公認的環境原則的規定

A list of the relevant national, regional and international laws and ordinances that affect the organisation should be available and structured in a form that allows it to be provided as content for audits and reviews at any time. In addition, other organisational obligations to non-governmental organisations or non-profit organisations that, for instance, go beyond or supplement legal provisions, should be noted and available.

應按一定的結構框架提供影響組織的相關國家、地區和國際法律法規清單，以供隨時接受審核和審查之用。此外，還應注意並向非政府組織或非營利組織提供其他超出或補充法律規定的組織義務。

4.5.9.3 Sustainable sourcing of raw materials

原材料採購

When sourcing raw materials, such as fibres or hides, companies should ensure that they source only from suppliers that can prove that they work responsibly and sustainably. Raw material suppliers supply basic substances in natural, processed or semi-processed states. These substances are used as primary substances for manufacturing processes and are subsequently transformed into finished or semi-finished goods.

在採購纖維或獸皮等原料時，公司應確保僅從能夠證明其以負責任和可持續的方式工作的供應商處採購。原料供應商提供處於自然狀態、改性狀態或半加工狀態的基本物質。這些物質用作生產工藝的主要物質，隨後被轉化為成品或半成品。

Testing and monitoring of semi-finished and finished materials should be carried out regularly, e.g. testing of pre-treated hides for Chromium IV during leather production.

應定期測試和監測半成品和成品材料，例如在皮革生產過程中測試經預處理的獸皮中的六價鉻。

Leather Origin

The origin of the processing hide and skins is expected to be known and the source shall be in accordance to CITES (Convention on International Trade in Endangered Species of Wild Fauna and Flora) and other legal requirements. It is recommended that hide and skins from animal farming/facilities are used, which are tested for a species-appropriate livestock farming and animal welfare. The way farmers perform livestock farming should be considered.

皮革來源

加工用原皮與皮革之來源應可追溯，且其取得途徑須符合《瀕臨絕種野生動植物國際貿易公約》（CITES）及其他相關法規之要求。建議優先採用經物種適宜飼養及動物福利檢驗之畜牧場 / 飼養設施所提供之皮革。應同時考量飼養者之畜牧方式與動物飼養條件。

Deforestation

The facility should prove evidence that a risk analysis in regard of deforestation is implemented and performed continuously to make sure the risk of leather articles coming from areas of both legal and illegal deforestation is excluded. Especially for hide and skins with the origin of Brazil and Paraguay a strict traceability system is highly recommended to control and monitor the possible involvement of farms and hide or skin suppliers in any way of deforestation in the Amazon Biome. Possible evidence could be:

Deforestation

設施應提供證據，證明持續實施和執行了森林砍伐風險分析，以確保排除皮革製品來自合法和非法森林砍伐地區的的風險。 尤其對於產自巴西和巴拉圭的皮革，強烈建議實施嚴格的可追溯性系統，以控制和監控農場和社皮革供應商可能涉及在亞馬遜生物群落中任何濫伐森林的情況。 合理證據可以是：

- A copy of compliance report from an slaughterhouse/meatpacker process monitoring system
- A copy of a 3rd party monitoring system (e.g. country organisations) report

- 屠宰場/肉類加工商過程監控系統合規報告的副本
- 第三方監控系統（例如國家組織）報告的副本

- Date of the land border registration by a GPS based map system
- Monitoring geographic information based on a Geospatial Information System (GIS)

In addition, knowledge about the time when last deforestation took place where farmers keep their animals should be known.

- GPS 地圖系統陸地邊界登記日期
- 基於地理空間資訊系統（GIS）監測地理資訊

此外，應瞭解農民飼養牲畜的地點上次發生濫伐森林的時間。

STeP

Traceability

For unprocessed or incoming leather material the following traceability shall be in place:

- Basic: Traceable back to slaughterhouse group, region or country (e.g. geo-referenced location) by physical marking and/or reliable data system.
- Advanced: Traceable back to single slaughterhouse and country by physical marking (e.g. laser engraving a number-code) and/or reliable data system.
- Best practice: Traceable back to single slaughterhouse and farm by physical marking (e.g. laser engraving a number-code) and/or reliable data system.

Down and feathers

When sourcing downs and feathers for the production of jackets, pillows, bedding, etc., it shall be considered to source these items only from suppliers who can prove that the poultry has never been live plucked or force-fed during farming. It is beneficial to conduct sourcing using proof provided by, for example, the RDS (Responsible Down Standard) or another related standard. All other applicable legal requirements must be complied with.

Wool

Source wool preferably from suppliers who can prove that the wool or other animal hairs come from sheep, goats etc. treated with respect to the following Five Freedoms:

1. Freedom from hunger or thirst by ready access to fresh water and a diet to maintain full health and vigour.
2. Freedom from discomfort by providing an appropriate environment including shelter and a comfortable resting area.
3. Freedom from pain (e.g. mulesing), injury or disease by prevention or rapid diagnosis and treatment.
4. Freedom to express (most) normal behaviour by providing sufficient space, proper facilities and company of the animal's own kind.
5. Freedom from fear and distress by ensuring conditions and treatment which avoid mental suffering.

Furthermore, also ensure best practices in the management and protection of the land. It is of advantage to adopt sourcing through proof of certification provided by, for example, RWS (Responsible Wool Standard) or any other related standard, in addition to comply with requirements.

Wood/Cellulose

It is expected that the origin of the wood/cellulose used in the manufacture of dissolving pulp

可追溯性

對於未加工或進貨的皮革材料，必須具備以下可追溯性：

- 基本標準：通過物理標記和/或可靠的數據系統，可追溯至屠宰場團體、地區或國家（例如地理參照位置）。
- 高標準：通過物理標記（例如鐳射雕刻數位代碼）和/或可靠的數據系統追溯至單個屠宰場和國家/地區。
- 最佳做法：通過物理標記（例如鐳射雕刻數位代碼）和/或可靠的數據系統追溯至單個屠宰場和農場。

羽絨和羽毛

在為夾克，枕頭，床上用品等的生產採購羽絨和羽毛時，應考慮僅從能夠證明這些家禽在養殖過程中從未被活摘羽毛或強制餵食的供應商處採購這些物品。使用由例如 RDS（負責任羽絨標準）或其他相關標準提供的證據， 有利於進行採購。 必須遵守所有其他適用的法律要求。

羊毛

羊毛應優先採購自能證明其羊隻、山羊等動物符合以下「五大自由」原則之供應商：

1. 可隨時取得潔淨飲用水與足以維持健康與活力之飲食。
2. 提供適當的環境（包括避難所和舒適的休息場所），免於不適。
3. 提供預防或快速診斷和治療，免於疼痛、傷害或疾病。
4. 透過提供足夠的活動空間、適當的設施及同類陪伴，使動物能夠自由表現其大部分自然行為。
5. 確保提供避免精神痛苦的條件和治療，免於恐懼和痛苦。

此外，還要確保採取管理和保護土地的最佳實踐。除符合要求以外，通過例如 RWS（責任羊毛標準）或任何其他相關標準提供的認證證明來實施採購是有利的。

木材/纖維素

製造溶解漿（dissolving pulp）所使用之木材 / 纖維素，其來源應為可追溯且已知。此要求特別適用於人

is known. This is particularly relevant for the production of viscose/rayon, Modal or Lyocell. In this sense it should be the common goal not to use wood from ancient and endangered forests (e.g. rainforests). Sourcing with proof of certifications like FSC® (Forest Stewardship Council) or PEFC™ (Programme for the Endorsement of Forest Certification Schemes) and support CanopyStyle, CV or any other related initiative/campaign is preferred. A wood sourcing policy which considers at least 25% of pulp fibres or pulp that comes from such sources, including the amount of recycled materials (e.g. cotton scraps), shall be defined. The harvesting should be managed in an environmental friendly way, including an Environmental Impact Assessment of the harvesting activities, as well as long term and direct relationships with wood and pulp suppliers.

造絲（viscose/rayon）、莫代爾（Modal）或萊賽爾（Lyocell）等纖維之生產。原則上應共同致力於避免使用來自原始或瀕危森林（例如熱帶雨林）之木材。建議優先採購具認證證明之來源，如 FSC®（森林管理委員會）或 PEFC™（森林認證體系認可計畫），並支持 CanopyStyle、CV 或其他相關倡議 / 運動。 應制定木材採購政策，確保至少 25% 之漿料纖維或漿料來自上述合規來源，並包含再生材料（例如棉布邊角料）之比例。伐採活動應以環境友善方式管理，包括進行環境影響評估（EIA），並與木材及漿料供應商建立長期且直接之合作關係。

4.5.10 Risk Management

Risks are events that cause problems when triggered. Risk management means identifying, assessing and prioritising different types of risks (as defined in ISO 31000 as the effect of uncertainty on objectives, whether positive or negative) and subsequently making coordinated and economical use of resources to minimise, monitor and control the chance and/or impact of fatal incidents or to maximise the realisation of opportunities. There should be a special focus on risk evaluation if it affects human safety.

風險管理

風險是在觸發時導致問題的事件。風險管理是指識別、評估和按優先順序處理不同類型的風險（ISO 31000 中將其定義為對目標的不確定性影響，無論這種影響是正面影響還是負面影響），並隨後協調且經濟地使用資源，以最大程度減小、監控和控制致命事故發生的可能性和/或影響或者最大程度提高實現的機會。如果風險會影響人身安全，則應特別關注風險評估。

OEKO-TEX® recommends the following risk assessment steps:

- Identifying and classifying risks and (potential) dangers
- Assessing weak points in critical, significant situations in relation to specific threats
- Determining the risk (that is, the expected likelihood and consequences of specific types of attacks in specific situations)
- Identifying and implementing appropriate corrective measures

OEKO-TEX®建議採用以下風險評估步驟：

- 識別風險和（潛在）危險並對其進行分類
- 評估重要、重大情況中與特定威脅相關的薄弱點
- 評估風險（即針對特定情境中各類潛在事件之發生可能性及其後果進行預測）。
- 識別並執行適當之矯正措施

The subject matter of a risk assessment may be:

- Product-related and production-related risks (e.g. the loss of crucial stakeholders such as suppliers, customers or other contract partners)
- Financial risks (e.g. the loss of business-related partners)
- IT-related risks (e.g. viruses, hackers and other legal violations)
- etc.

風險評估的主題可為：

- 與產品相關的風險以及與生產相關的風險（例如，供應商、客戶或其他合約夥伴等重要利益相關方的損失）
- 財務風險（例如，業務相關合作夥伴的損失）
- IT 相關風險（例如，病毒、黑客及其他違法行為）
- 等等

The risk assessment should take into account both potential dangers and actual effects. A risk assessment shall be carried out in regular intervals. When doing so, national and regional variances

風險評估應同時考慮潛在危險和實際影響。 應定期開展風險評估。 在風險評估時，應始終在評估中考慮到國家和地區差異（例如，社會標準、環境要求和基礎設施）。 此外，還應對設施的經濟狀況、組織穩定

(e.g. social standards, environmental requirements, and infrastructure) should be taken into account at all times included in the evaluation. In addition, the economic situation, organisational stability and production planning of the facility should also be assessed. The risk assessment and subsequent prioritisation can be used as a basis for implementing appropriate preventative measures and improving the overall performance of the operating facility.

性和生產計劃進行評估。 風險評估及後續的優先次序可用作實施適當預防措施並改善設施運營整體績效的基礎。

4.5.11 Corporate governance

企業管治

Corporate governance is the system for steering and controlling a company. It forms the framework of rules and practices used by a management board to ensure accountability, fairness and transparency in the relationship between a facility and all its stakeholders. OEKO-TEX® recommends complying with the national rules and the OECD Principles of Corporate Governance.

企業管治係指引導及監督公司運作之制度，構成管理層於設施與其所有持份者之間，確保問責、公平與透明之規範與實務架構。OEKO-TEX® 建議遵循當地法規及經濟合作暨發展組織（OECD）《公司治理原則》。

4.5.12 Acceptance of Third-Party certificates

認可的第三方認證

Recognised third-party certificates that are of significance for quality management systems are listed in Annex 8.

附錄 8 中列出了對質量管理體系具有重要意義的受認可的第三方證書。

If a facility is certified by a third-party certification system, documents and records of the certification process, including the certificate and validity period, should be provided to OEKO-TEX®.

若生產設施已通過第三方認證系統，則應向 OEKO-TEX® 提供相關文件與紀錄，包括認證證書及其有效期限。

4.5.13 Ethics and compliance

道德規範及合規性

4.5.13.1 Business, ethics, compliance and integrity

商業，道德，承諾與廉正

The company should issue a written set of guidelines to its workers and to management. All actions taken by them should then be in accordance with the primary values and ethical standards of the company. The following principles should be included:

公司應向其員工和管理層發放一套書面指南。他們隨後採取的所有行動都應符合公司的主要價值觀和道德標準。應包括以下原則：

- Without exception, transparency and compliance with all applicable laws, rules and regulations
- 毫無例外地，須確保透明度並遵守所有適用之法律、法規及規章。
- No engagement in any activity that might create a conflict between social and environmental performance and economic profits. A demonstration of such a balance should be included in all business activities
- 不得從事任何可能導致社會與環境績效與經濟利益產生衝突之行為，並應於所有業務活動中展現三者之平衡。
- No taking advantage of a position or power to seek personal gain through the inappropriate use of non-public information or through abuse of position (this includes refraining from engaging in insider trading)
- 不利用職位或權力通過不當使用非公開信息或濫用職權謀取個人利益（包括禁止從事內幕交易）
- Fair (equal) conduct in all business transactions and interactions
- 在所有商業交易和互動中公平（平等）行事

- Following all restrictions on the use and disclosure of business information
- Prompt reporting of any illegal or unethical conduct to management and, if necessary, to legal authorities (that is, ethical, legal or safety-related issues, no adverse repercussions for whistleblowers)
- No acceptance of bribery and corruption
- No conducting of risky actions (in relation to the environment and health and safety)
- Documentation of all activities that are relevant to the business
- Protection of all company, customer and supplier assets and the use of them solely for appropriate company-approved activities (e.g. protection of confidential business information)
- Acknowledgement of the role and value of natural capital and society within the business

The code of conduct can be found in Annex I.

- 下列所有業務信息的使用和披露限制
- 及時向管理層報告任何非法或不道德行為，並在必要時向執法機構報告（即道德、法律或安全相關問題，對舉報人沒有不利影響）
- 不允許貪污行賄
- 不得執行任何具環境或健康與安全風險之行為。
- 具備一切商業活動相關的文件
- 保護所有公司、客戶和供應商資產，並且僅將其用於公司批准的適當活動（例如，保護商業機密信息）
- 確認自然資本和社會在商業中扮演的角色和體現的價值

行為準則見附錄 I

4.5.13.2 Ethical behaviour of OEKO-TEX®

OEKO-TEX®道德行為

If any non-compliance with OEKO-TEX® STeP or misconduct on the part of the auditor/the supporting Institute is discovered (at any time), either by employees or management, an independent legal counsel (complaint@oeko-tex.com) can be contacted and forwarded the findings. The legal counsel will forward the anonymised complaint to the OEKO-TEX® STeP technical executive committee (which represents OEKO-TEX®).

如果（在任何時候）發現任何不符合 OEKO-TEX® STeP 的情況或有關審核人員/支援機構的不當行為，無論由員工還是由管理層引起，都可以聯繫獨立的法律顧問(complaint@oeko-tex .com)並轉發相關發現。 法律顧問會將匿名投訴轉發給 OEKO-TEX® STeP 技術執行委員會（代表 OEKO-TEX®）。

4.6 Health and Safety

健康和安全

This module covers the occupational health and safety of production facilities and industrial laundries. It assesses work place conditions such as noise, dust, chemical risks, lighting, heat stress, care for employee health and safety through the provision of protective clothing (e.g. PPE) and the prevention of injuries through safe machinery/equipment. The module also covers facility safety in relation to the prevention of fire, building safety, emergency procedures (e.g. fire) and the safety of workers in the event of such incidents. Furthermore, it assesses the safety of production and its installations.

本模組涵蓋了生產設施的職業健康和安全。 其對工作場所條件例如噪音、灰塵、化學品風險、照明、熱應激進行評估，並對利用防護服（例如 PPE）照顧員工健康和安全、利用安全機械/設備防止員工受傷的舉措進行評估。 該模組還涵蓋設施在預防火災、建築物安全、緊急程序（例如火災）方面的安全性以及發生此類事故時工人的安全性。 此外，它還對生產及其設施的安全性進行評估。

4.6.1 Purpose

目的

The health and safety performance of the facility shall be considered at all times and particular attention should be paid to the following issues and objectives:

必須隨時考慮設施的健康與安全績效，並應特別注意以下問題和目標：

- The provision of a safe and healthy working environment

- 提供安全且健康的工作環境

- The protection of workers from noise emission, dust pollution and chemical risks
- The provision of adequate lighting for workplaces
- The protection of workers from heat stress
- The provision of PPE (personal protective equipment) where applicable to sustain health and safety
- The establishment of a system to identify risks regarding health and safety
- The introduction of preventative measures to avoid accidents
- The performance of training sessions to enhance health and safety
- The evaluation of risks caused by workplaces next to each other
- The prevention of fires, explosions, etc.
- The provision of an emergency plan for all possible types of incidents (fire, explosion, chemical hazards, natural hazards such as floods, earthquakes, building collapse, etc.)
- The definition of rules and procedures in order to introduce an effective management system for health and safety
- The regular execution of internal audits
- “Good housekeeping” and ensuring clean, orderly workplaces

- 保護工人免受噪音排放、粉塵污染和化學品風險的影響
- 為工作場所提供充足的照明
- 防護員工免受高溫作業壓力影響
- 在適用的情況下提供 PPE（個人防護裝備）以保護健康與安全
- 建立識別健康與安全風險的體系
- 採取預防措施以免發生事故
- 舉辦培訓課程以促進健康與安全
- 相鄰工作場所引起的風險評估
- 預防火災、爆炸等
- 須針對各類潛在事故（如火災、爆炸、化學危害、洪水、地震、建築物倒塌等自然災害）制定應急計畫。
- 定義規則和程序，以便引進有效的健康與安全管理體系
- 定期執行內部審核
- “良好的內務運作”並確保乾淨、整齊的工作場所

4.6.2 Workplace safety

工作場所安全

4.6.2.1 Workplace conditions

The facility shall implement controls to prevent hazards and minimise health and safety risks. The capacity planning for the workplaces should take into account maximum personnel capacities to avoid crushes due to panic in the event of incidents. Production and laboratory equipment (machines/apparatus) shall be equipped with an emergency stop button in case of an incident. Vulnerable individuals including - but not restricted to - juvenile workers, young mothers, pregnant women and people with disabilities receive special protection. For personnel who are exposed to specific risks, regular health checks should be carried out.

工作場所條件

生產設施須實施控制措施，以預防危害並降低健康與安全風險。工作場所之容量規劃應考慮人員上限，以防事故發生時因恐慌造成擁擠或傷害。生產及實驗室設備（機械／儀器）須配備緊急停止按鈕。弱勢人員（包括但不限於少年工、孕婦、哺乳期員工及身心障礙者）應獲特別保護。對暴露於特定風險之人員，應定期進行健康檢查。

4.6.2.2 Noise

Workers shall be provided with effective hearing protection and instructed to use them in situations with a noise emission level above 85 dB(A). Areas with noise emissions at this level shall be clearly and permanently signposted. Measurements in these areas are essential for the reduction of noise emissions, and a noise map should be prepared for the facility that records all the relevant buildings, storage areas and the job descriptions of affec-

噪音

當噪音超過 85 dB(A) 時，應為員工提供有效的聽力防護裝備並指導其正確使用。此等噪音區域須明確且永久標示。為降低噪音排放，須定期進行測量，並建立噪音地圖，標示所有相關建築、儲區及受影響員工之工作職責。噪音地圖宜列出各個噪音來源，並記錄已規劃與實施的降噪措施。

ted workers. The noise map should preferably contain individual sources of noise emission. Measures planned and introduced to lower the noise emissions of machinery, buildings, etc., should be documented.

4.6.2.3 Dust / Particulate Matter (PM)

粉塵/微粒物質

In the event of high levels of dust emission, effective dust protection measures shall be provided and the personnel shall be instructed in their use. Areas with dust emissions (e.g. fibres in spinning mills, dyestuff dust in dyeing plants, etc.) shall be clearly and permanently signposted. To reduce the level of dust emissions, a dust map of the facility shall be prepared that records all the relevant buildings, storage areas and job descriptions of affected workers along with dusty areas, sources of dust and types of dust. Measures planned and introduced to lower the dust emissions of machinery, buildings, etc., shall be documented. The inhalation of cotton dust may lead to respiratory illnesses (e.g. chronic bronchitis, asthma, etc.) and should therefore be limited through the measures stated above in compliance with the PPE requirements and legal requirements. Annex 6 includes a list on this subject with limit value recommendations for dust exposure at the workplace. Organic dusts (such as cotton dust) are flammable and represent a potential risk of explosion. Potential sources of ignition should be avoided during the accumulation or formation of clouds of organic substances. Local and national legal requirements regarding dust emissions at the workplace shall be complied with at all times.

在粉塵污染較高的情況下，必須提供有效的防塵措施並對工作人員進行使用指導。必須清晰且永久性地標示有粉塵排放的區域（例如，紡織作坊中的纖維、染色車間的染料粉塵等）。為降低粉塵排放濃度，須繪製設施的粉塵分佈圖，記錄所有相關的建築物、儲存區和受影響工人的職位描述以及粉塵區、粉塵來源和粉塵類型。必須記錄規劃和引進的用於減小機械、建築物等粉塵排放的措施。吸入棉塵可能導致呼吸道疾病（例如，慢性支氣管炎、哮喘等），因此應通過上述符合 PPE 要求和法規要求的措施加以控制。附錄 6 包括有關該主題的清單，其中列出了工作場所粉塵暴露的建議限量值。有機粉塵（如棉塵）易燃，具有發生爆炸的潛在危險。在積累或形成有機物質雲的過程中，應避免潛在的火源。必須時刻遵守當地和國家有關工作場所粉塵排放的法律要求。

4.6.2.4 The “Sandblasting Process”

“噴砂工藝”

Sandblasting can cause a high level of dust pollution in the work area and cause health problems, and is either conditional or subject to a permit. An air analysis for the parameters of silicon dioxide and crystalline quartz (inhalable fraction) shall be conducted by an independent authorised laboratory/test centre to determine which applies. Wherever possible, an alternative procedure is to be considered to improve the air at the workplace. Even the automation of processes shall be considered. The restricted level for respirable crystalline silica for workers is listed in Annex 4.

噴砂可能在工作區域造成高濃度粉塵污染並導致健康問題，因此是附帶條件的工藝或需要獲得許可。應由獨立的授權實驗室/檢測中心對空氣中的二氧化矽和結晶石英（可吸入部分）參數進行分析，以確定適用的方案。應在可能的情況下考慮採用替代程序來改善工作場所的空氣質量。甚至應考慮將流程自動化。附錄 4 中列出了工人可吸入的結晶二氧化矽的受限濃度。

4.6.2.5 Working with chemicals

使用化學品

In the case of chemical risks and chemicals that can cause allergic reactions (e.g. dyestuffs containing chromium), technical control equipment such as PPE (e.g. gloves, goggles, aprons, masks, etc.) shall be provided. Tanks and containers that contain hazardous chemicals (e.g. acids or caustic soda) shall be properly marked with warning symbols (e.g. “Wear Goggles, Gloves”, etc.). In addition, tanks and containers that contain chemicals should

就化學品風險和可引起過敏反應的化學品（例如含鉻染料）而言，須提供 PPE 等技術控制裝備（例如，手套、護目鏡、圍裙、口罩等）。必須用警告符號正確標示含有危險化學品（例如，酸或苛性鈉）的罐和容器（例如，“佩戴護目鏡、手套”等）。此外，含有化學品的罐和容器應始終保持關閉狀態。使用密封容器和自動運輸化學品（液體和鹽類）是有利的。

remain closed at all times. The use of sealed containers and automatic transportation of chemicals (liquids and salts) are of advantage.

Chemicals shall be separated based on their hazard level to prevent chemical reactions to the greatest extent possible.

應根據化學品的危險程度將其隔開，盡可能防止發生化學反應。

All persons working with chemicals shall be trained related to the chemical management system and relevant topics (such as legal aspects, use of chemicals, storage, environmental and safe handling etc.).

所有從事化學品相關作業之人員，均須接受有關化學品管理系統及相關主題之培訓（例如法律要求、化學品使用、儲存、環境與安全操作等）。

In case of using volatile organic compounds (VOC, def. see Annex 12.1) in the production processes, such as solvent-based chemicals, which have a Potential to Emit (PTE) volatile organic compounds, measures must be taken to limit the exposure of workers to VOC in the workplaces . This can be done by using personal protective equipment (individual equipment) e.g. masks or collective protective equipment e.g. ventilation or a combination of individual and collective equipment. Therefore, VOC emission monitoring becomes important in form of portable and/or fixed detectors. MAC (Maximum allowable Concentration) for workplaces must be respected (see 9.4. Health and Safety). Workplace exposure limits mentioned in the SDS of the used VOC and legal requirements e.g. REACH restrictions, permits shall be respected. Workplace exposure of VOC can be limited by reducing the diffuse VOC emissions in the storage and workplaces. Diffuse or fugitive VOC emissions are expressed in percentage (%) of the solvent input, based on the solvent mass balance. Diffuse or fugitive VOC emissions lower than 5% can be considered as good practice.[1]

若於生產過程中使用揮發性有機化合物（VOC，定義見附件 12.1），例如具揮發排放潛能（PTE）之溶劑型化學品，則必須採取措施以限制員工於工作場所中暴露於 VOC 的情況。可透過使用個人防護裝備（如口罩）或集體防護設備（如通風系統），或兩者結合方式達成防護。 因此，VOC 排放監測具有重要性，可採用攜帶式及 / 或固定式偵測器進行監控。工作場所之 VOC 最高容許濃度（MAC）必須遵守（見第 9.4 節〈健康與安全〉）。亦須遵循所使用 VOC 之安全資料表（SDS）中所列之暴露限值及相關法規要求，例如 REACH 限制與許可規定。 可透過減少儲存及工作場所中之擴散性 VOC 排放來降低員工暴露。擴散性或逸散性 VOC 排放以溶劑質量平衡為基礎，按溶劑輸入量之百分比（%）表示。當逸散性 VOC 排放低於 5% 時，可視為良好實務範例。[1]

4.6.2.6 Lighting of workplaces

工作場所的照明

If there is a risk of insufficient lighting, workplaces shall be illuminated accordingly and any necessary measures shall be taken. Planning and monitoring of the correct lighting at all workplaces should be maintained. Reference values for Lux (lx) at workplaces are listed in Annex 7.2.

若存在照明不足之風險，應相應改善工作場所之照明並採取必要措施。應持續規劃與監測各工作區域之適當照明。工作場所照度（Lux, lx）之參考值載於附件 7.2。

4.6.2.7 Heat stress

熱疾病/熱應激

If there is any risk related to heat stress in hot environments, measures should be defined and introduced in the form of adequate clothing, regulated working hours with defined breaks, ventilation of rooms and, if possible, air conditioning of rooms.

若作業環境存在熱應激風險，應制定並實施相應防護措施，包括配備適當之防護服、規範工作時數及休息時間、加強室內通風，並於可行情況下設置空調設備。

[1] Volatile Organic Compounds (VOC) are used in solvent based coating processes, examples of solvents are N,N Dimethylformamide (DMF), N,N Dimethylacetamide (DMAC) or 1-Methyl-2-pyrrolidone (NMP). Carbon disulphide (CS2) is an organo sulphur compound and is considered as VOC due to the vapor pressure value.
揮發性有機化合物（VOC）常用於溶劑型塗層製程中，常見之溶劑包括 N,N-二甲基甲醯胺（DMF）、N,N-二甲基乙醯胺（DMAC）及 1-甲基-2-吡咯烷酮（NMP）。二硫化碳（CS_2）屬有機硫化合物，因其蒸氣壓特性亦被歸類為揮發性有機化合物。

4.6.2.8 Personal Protective Equipment (PPE)

個人防護裝備(PPE)

For the handling of hazardous materials (chemicals, solvents, etc.) and for hazardous workplaces with dust, noise, VOC and odour emissions, personal protective equipment such as gloves, goggles, aprons, dust masks, ear plugs, respiratory masks, etc., shall be provided free of charge. The personnel should be trained in using the equipment correctly. The working conditions and the use and choice of PPE shall be in line with the specifications in the (extended) SDS. Employees working in the area of a wastewater treatment plant with anaerobic processes should carry personal H2S detectors.

公司應免費提供手套、護目鏡、圍裙、防塵口罩、耳塞、呼吸面罩等個人防護裝備(PPE)，供員工處理危險材料（化學藥品、溶劑等）並在有粉塵、噪音對於處理危險物質（化學品、溶劑等）及在存在粉塵、噪音、揮發性有機化合物（VOC）及氣味排放之高風險作業環境中工作的人員，應免費提供個人防護裝備，如手套、護目鏡、圍裙、防塵口罩、耳塞、呼吸面罩等。人員須接受正確使用該等防護裝備之培訓。工作環境條件以及個人防護裝備之使用與選擇，應符合（擴充版）安全資料表（SDS）之規定。於採用厭氧處理程序之廢水處理設施中工作的員工，須配戴個人用硫化氫（H_2S）偵測器。、揮發性有機化合物(VOC)和異味排放的危險工作場所內使用。應培訓員工正確使用這些裝備。工作條件以及 PPE 的使用和選擇應符合（擴展的）SDS 中的規範。在廢水處理廠區域工作的員工，在處理厭氧流程時應攜帶個人硫化氫檢測器。

4.6.2.9 Risk of explosion

爆炸風險

Flammable liquids like methanol, isopropyl alcohol etc. may form potentially explosive mixtures in the air. Therefore appropriate measures to prevent explosions (e.g. earthing of metal drums and equipment, explosion proof electric installations) shall be taken. Organic dusts (e.g. cotton dust) are combustible and present a potential explosion hazard. Potential ignition should be prevented wherever organic dusts accumulate or form clouds.

可燃液體（如甲醇、異丙醇等）可能與空氣形成具爆炸性的混合氣體，故須採取適當之防爆措施（例如：對金屬桶及設備進行接地、使用防爆型電氣裝置）。有機粉塵（如棉塵）具可燃性，亦存在潛在爆炸危險。凡有機粉塵可能堆積或形成粉塵雲之處，均應防止任何潛在火源。

4.6.3 Facility safety

設施安全

4.6.3.1 Building structure

建築物結構

All structures within the facility shall be suitable and safe for the planned use and operation. Any located and/or reported weak points, damages, etc. shall be identified and documented and measures have to be taken accordingly.

設施內所有建築結構應適合且安全以供預定用途與運作。任何發現或報告之弱點、損壞等均應識別、記錄並採取相應措施。

If buildings are changed significantly or if the designated use of a building is going to be changed, a static expert shall be involved to ensure the building structure is suitable for the designated use.

如果建築物發生明顯變化或要更改建築物的指定用途，應請靜力學專家確保建築結構適合指定的用途。

Boilers, generators and transformers that require a permit shall be used only in accordance with the conditions of a valid licence. Critical installations such as pressure boilers and steam vessels shall be inspected at least annually by an external testing body or engineer.

需要許可的鍋爐、發電機和變壓器只能按照有效許可證的條件使用。每年須由外部測試機構或工程師至少檢查一次壓力鍋爐和蒸汽容器等重要設施。

4.6.3.2 Incidents

事故

Any events and incidents shall be documented. The documentation shall include their nature, extent, cause and the corrective measures taken. A staff member shall be nominated and trained appropriately in fire safety to deal with any related prob-

任何事件和事故都須記錄在案。 文檔記錄須包括事件和事故的性質、範圍、原因和採取的糾正措施。 必須指定一名經過適當消防安全培訓的工作人員，以處理任何相關問題。 須制定並公佈包含防火、警報、消防和消防部門部署等措施的防火計劃。 須針對所有

lems. Fire protection plans with measures for fire prevention, alarms, firefighting and deployment of the fire department shall be prepared and published. Emergency plans for all possible types of incidents (e.g. fire, accidents, chemical hazards, natural hazards such as floods, earthquakes, etc.) shall be prepared. Access to first aid equipment shall be guarnteed at all times in case of any accident. Escape routes and emergency exits have to be defined and properly marked. Emergency escape route plans (EFEP) shall be posted on various places in the facility. Escape routes and emergency exits shall be inspected at least every month to ensure that they are highlighted and freely accessible. In addition, emergency equipment shall be inspected annually to ensure that it is functional and freely accessible all times. Emergency and evacuation training sessions should be held every three years at minimum. All switch cabinets shall be closed at any time. All platforms, elevator shafts, stairs shall be secured to prevent workers from falling.

可能類型的事件（例如，火災、事故、化學品危害、自然災害如洪水、地震等）制定應急計劃。 必須保證在發生任何事故時，隨時能夠使用急救設備。 必須設有逃生路線和緊急出口，並作適當標記。 設施內的各個場所都應張貼緊急逃生路線圖（EFEP）。 每月須至少檢查一次逃生路線和緊急出口，確保它們標識醒目並可自由進出。 此外，應每年檢查應急設備狀況以確保其正常運行，始終易於取用。 應至少每三年開展一次緊急和疏散培訓課程。 所有開關櫃應隨時關閉。所有平臺、電梯井、樓梯均應加固，以防止工人墜落。

A disaster plan shall identify areas where incidents may have environmental consequences. Organisational safety measures such as inspections and maintenance of safety devices shall be documented.

災難應急計劃須識別事故可能對環境造成影響的區域。應記錄組織安全措施，例如安全裝置的檢查與維護。

Workers have the right to leave immediately and without special permission from situations that represent a risk to their health or safety.

員工有權在出現危及其健康或安全之情況時，立即離開現場且毋須特別許可。

4.6.3.3 Explosive atmospheres

爆炸性環境

Explosive atmospheres can be caused by flammable gasses, mists or vapours or by combustible dusts (e.g. storage and use of (highly) flammable liquids, battery chargers (exposure of H2-gas), use of flammable gas during maintenance). If there is enough of the substance, mixed with air, then all it needs is a source of ignition to cause an explosion. Explosions can cause loss of life and serious injuries as well as significant damage. Preventing releases of dangerous substances, which can create explosive atmospheres, and preventing sources of ignition are two widely used ways of reducing the risk. Using the correct equipment can help greatly in this.

爆炸性環境可由易燃氣體、霧狀物、蒸氣或可燃粉塵引起（例如儲存與使用高易燃液體、電池充電時釋放氫氣、維修時使用易燃氣體等）。當此類物質與空氣混合達一定濃度，只需一個火源便可能引發爆炸，造成嚴重人員傷亡與財產損失。預防釋放可形成爆炸性氣體環境之危險物質，以及避免任何點火源，是降低風險的主要方法。選用合適設備亦能有效防止爆炸事故發生。

The facility shall classify areas where explosive atmospheres may occur into zones. The classification given to a particular zone, and its size and location, depends on the likelihood of an explosive atmosphere occurring and its persistence if it does. The classified zone plan shall be used to select the electrical components. Areas classified into zones should be protected from sources of ignition. Equipment and protective systems intended to be used in zoned areas should be se-lected to meet the requirements of the equipment e.g. explosion safe

設施應將可能出現爆炸性氣體環境的區域劃分為不同區域。區域的分類、範圍及位置取決於爆炸性氣體環境出現的可能性及持續時間。區域劃分圖應用於選擇電氣元件。被劃分為危險區的區域應防止任何引燃源。於此區域使用的設備與防護系統，應符合防爆要求，如防爆型電氣設備及適用於潛在爆炸環境的防護系統。

electrical equipment and protective systems intended for use in potentially explosive atmospheres.

4.6.4 Risk assessment

風險評估

The identification of risks in the area of health and safety serves the overall safety of the facility and highlights the areas in which safety measures shall be taken and reinforced. Potential aspects of a risk assessment shall be:

識別健康和安全領域的風險有助於維護設施的整體安全，並可重點突顯必須採取和加強安全措施的區域。 有潛在風險評價需求的情況可包括：

- Dangerous situations, such as fire and explosions (flammable gases, dust, etc.)
- Workplace safety
- Employee stress (physical, mental)
- Health risks (illnesses, allergies)
- Risks due to environmental factors (earthquakes, storms, etc.)

- 危險情況，如火災和爆炸（易燃氣體、粉塵等）
- 工作場所安全
- 員工壓力（身體、心理）
- 健康風險（疾病、過敏）
- 環境因素造成的風險（地震、暴風等）

One possible risk assessment method is described in chapter 4.5.10.

可能的風險評估方法見 4.5.10 章節

4.6.5 Records/Documentation

記錄/文檔

The facility should introduce and maintain a Plan-Do-Check-Act (PDCA) methodology for health and safety systems as per ISO 45001, for example. All activities and documents introduced in the organisation should be maintained and updated.

設施應按照（例如）ISO 45001 引進並維護用於健康與安全體系的“策劃-實施-檢查-改進”(PDCA)方法。應保持並更新組織中引進的所有活動和文件。

Management shall define a document on the health and safety policy of the organisation. The health and safety policy should be communicated to all persons who work under the control of the organisation and made available to interested parties.

管理層須制定一份組織之健康與安全政策文件。該政策應傳達予所有在組織管理下工作的相關人員，並提供予有關利害關係方查閱。

The facility should establish and document procedures for ongoing hazard identification, risk assessment and determination of necessary controls. These procedures should take into account all risks to health and safety, such as work environments, machines, noise, dust, vibration, use of chemicals, work-related stress (physical and psychological) and the use of display screen equipment.

生產設施應建立並文件化持續進行危害辨識、風險評估及控制措施確定之程序。該程序應考量所有健康與安全相關風險，包括工作環境、機械設備、噪音、粉塵、震動、化學品使用、工作壓力（身心）及螢幕設備操作等因素。

The management shall define and document a chart of all the employees responsible for health and safety that identifies at least the following positions: department manager, health and safety manager, person responsible for emergencies, fire extinguishing equipment and first aid, operational health and safety physician and the workers' representative for operational health and safety. Sufficient first aid and fire fighting personnel shall be present during production and maintenance operation.

管理層必須確定和記錄負責健康和安全的全體員工圖表，至少標明以下職位：部門經理、健康和安全經理、緊急情況消防設備和急救負責人、職業健康和安全醫師以及職業健康和安全工人代表。 生產和維護操作期間必須有足夠的急救和消防人員在場。

The facility:

- Shall perform an internal audit with the responsible health and safety staff at least once a year
- Shall document operational health and safety training activities

生產設施：

- 須每年對負責健康和安全的人員進行至少一次內部審核
- 應記錄職業健康與安全培訓活動

- Should develop a documented procedure for communicating health and safety policies to contractors and visitors
- Should define a process for controlling health and safety documents and records
- Shall document health and safety incidents and take appropriate corrective and preventive measures

- 應制定書面程序，用於向承包商和訪客傳達健康和安全政策
- 應制定管理健康和安全文件以及記錄的流程
- 須記錄健康和安全事故，並採取適當的糾正和預防措施

4.6.5.1 Internal audits (H&S)

The health and safety management system should be reviewed in frequent and regular intervals. The facility shall have a procedure and in particular shall have an audit plan/program for determining the suitability of its health and safety system. The key to this is to assess health and safety matters and their effective introduction and implementation. Internal audits of the health and safety system shall be performed annually and according to an audit plan/program containing the main points to be audited within 3 years.

A corresponding audit report shall be issued incl. name(s) of internal auditor(s), findings as well as a corrective and preventive action plan. Whenever possible, photos as evidence should be included. Furthermore it shall be defined who is accountable for ensuring the corrective action and a date for completion of such.

內部審核（健康和安全）

健康與安全管理系統應定期且頻繁地進行檢討。生產設施須制定相關程序，並特別設有審核計畫 / 方案，以評估其健康與安全系統之適切性。其核心在於評估健康與安全事項及其有效之導入與執行。健康與安全系統之內部審核應每年執行一次，並依據涵蓋三年內主要審核重點之審核計畫 / 方案進行。

應出具相應之審查報告，內容包括內部審查員姓名、發現事項，以及矯正與預防措施計畫。必要時應附上照片作為證據。此外，須明確指定負責確保執行矯正措施之人員，並訂定完成期限。

4.6.6 Compliance

For the protection of workers in relation to the use of chemicals, noise and dust emissions, the national legal requirements shall be complied with. This also includes compliance with the standards ISO 8995 (“Lighting of workplaces”) and ISO 7243 (“Ergonomics of the thermal environment - Assessment of heat stress using the WBGT index”) and standards for vibrations. The aim should be to reduce exposure to below these limit values

The facility shall establish a procedure for identifying and assessing the applicable legal and other health and safety requirements, as well as periodically assess the compliance with these requirements. In addition, objectives regarding compliance with the applicable legal requirements and the reduction of risks in the area of health and safety should be accomplished.

合規性

為保護使用化學品、參與噪音和粉塵排放的有關工人，設施必須遵守國家法律要求。這還包括符合標準 ISO 8995（“工作場所的照明”）和 ISO 7243（“熱環境人類功效學”）以及震動標準。目標應當是將暴露降到限量值以下。

設施應建立識別和評估適用法律及其他健康和安全要求的程式，並定期評估其是否符合這些要求。 此外，應實現有關遵守適用法規要求和降低健康和安全領域風險的目標。

4.6.7 Acceptance of Third-Party certificates

Recognised third-party certificates that are of significance for health and safety are listed in Annex 8.

If a facility is certified by a third-party certification system, documents and records of the certification process, including the certificate and validity peri-

認可的第三方認證

附錄 8 中列出了對健康和安全具有重要意義的受認可的第三方證書。

若設施已取得第三方認證，則須向 OEKO-TEX® 機構提供相關文件與紀錄，包括認證證書及其有效期限。

od, shall be made available to the OEKO-TEX® Institute.

5 Testing and certification process

檢測和認證流程

5.1 General conditions

通用條件

The terms and conditions for the conclusion of the certification agreement, the performance of these procedures, including the quality assurance and audit procedures, and the issuing of the OEKO-TEX® STeP certificate are governed by this standard and the Terms of Use (ToU).

本標準和使用條款(ToU)規定了完成認證協議的條款和條件、這些程序的執行（包括質量保證和審核程序）以及 OEKO-TEX® STeP 證書的頒發。

5.2 Certification process

認證過程

The OEKO-TEX® STeP certification process involves a web-based data collection and an on-site audit at the facility.

OEKO-TEX® STeP 認證過程包括基於網絡的信息收集和設施現場審核。

The data is recorded through a web-based assessment tool. The companies have to fill out an extensive online questionnaire and provide evidence of their statements through relevant documents. The information and data provided by the company through this assessment tool is analysed and evaluated by the OEKO-TEX® Institute. The information provided are verified and the submitted documents validated in an audit of the production facility by the responsible OEKO-TEX® Institute. Once the process is successfully completed, the validated company receives a STeP certificate and a qualified OEKO-TEX® audit report.

資料係透過網上評估工具進行紀錄。企業須填寫一份詳盡的線上問卷，並以相關文件佐證其所提供的資訊。OEKO-TEX® 檢測機構會對企業透過該評估工具提交的資訊與數據進行分析與評估。企業所提供的資料及上傳文件，將由負責的 OEKO-TEX® 檢測機構於生產設施之現場審查中加以驗證。流程順利完成後，經確認的企業將獲頒發 STeP 證書及正式的 OEKO-TEX® 審查報告。

5.2.1 Application

申請

Applications for OEKO-TEX® STeP certification are made exclusively through the online form on the OEKO-TEX® website. The OEKO-TEX® Institute contacted by the applicant provides guidance and support during the certification process and supplies the login data for the web-based assessment tool. With the submission of application form for STeP certification alongside the signed ToU, the applicant accepts the obligation to assume the costs incurred by the Institute during the audit. This applies even if it emerges during the audit process that the facility cannot attain the certification at that point in time due to a failure to comply with exclusion criteria.

OEKO-TEX® STeP 證書之申請須專由 OEKO-TEX® 官方網站之線上表格進行。申請人所聯絡之 OEKO-TEX® 檢測機構將於整個認證過程中提供指導與支援，並提供登入網上評估工具所需之帳號資料。當申請人提交 STeP 證書申請表及已簽署之使用條款（ToU）後，即表示同意承擔該檢測機構於審核過程中所產生之相關費用。即使於審核期間發現該生產設施因未符合排除條件而暫時無法取得認證，上述費用義務仍然適用。

5.2.2 Data collection and evaluation

數據收集和評估

The basis of the internal evaluation and certification is the information that the customer provides in his or her application and in the online assessment tool.

內部評估和認證的基礎是客戶在其申請和在線評估工具中提供的信息。

There are two ways to use this tool:

該工具的使用方式有兩種：

- STeP certification: The evaluation is used in the application and serves as the basis for all tests and certifications within the OEKO-TEX® STeP process. This evaluation reports and documents the facility performance and data and contains the most important information that a customer supplies during the OEKO-TEX® STeP certification process. It is the basis for subsequent auditing, verification and certification.
- Self-Assessment: Some facilities may complete the assessment tool for an internal evaluation and have their answers reviewed by OEKO-TEX® STeP experts without any subsequent audits and verifications. This results in an OEKO-TEX® evaluation and a quality report. This report can give a facility an idea of its own sustainability performance and may be helpful for internal use. However, certification cannot be obtained through this evaluation alone.

- STeP 認證：在應用中使用評估，並將其作為 OEKO-TEX® STeP 過程中所有檢測和認證的基礎。該評估報告並記錄設施績效和數據，並包含客戶在 OEKO-TEX® STeP 認證過程中提供的最重要的信息。它是後續審核、驗證和認證的基礎。
- 自我評估：部分設施可使用評估工具進行內部自我評估，並由 OEKO-TEX® STeP 專家審閱答案，而無需後續現場查核。此過程將產生 OEKO-TEX® 評估及品質報告，協助設施了解自身永續表現並作為內部參考，但僅此評估並不能取得認證。

5.2.3 Certification

認證

The information and data provided by the customer is analysed and evaluated by OEKO-TEX®. The specifications provided are verified and the submitted documents validated in an audit of the production facility by the responsible OEKO-TEX® Institute.

由客戶提供之資訊與數據將由 OEKO-TEX® 進行分析與評估。其所提交之技術說明將於生產設施的現場審查中，由負責的 OEKO-TEX® 檢測機構加以核實並確認相關文件之有效性。

The evaluation of the six individual modules is backed up in a standardised way for all stages of production through the use of a scoring system (see 5.4).

可藉助評分系統，以標準化方式對所有生產階段的六個單獨模塊的評估提供支持（參見 5.4）。

Certification is not possible if the minimum percentage score for the OEKO-TEX® STeP standard is not achieved and/or the specified exclusion criteria are not fulfilled (see Annex 10).

如果未達到 OEKO-TEX® STeP 標準的最低百分比得分和/或不滿足指定的排除標準，則無法獲得認證（參見附錄 10）。

If the testing OEKO-TEX® Institute determines that certification is not possible due to the failure to fulfil one or more exclusion criteria, the customer is notified of this fact immediately.

如負責測試之 OEKO-TEX® 檢測機構判定因未能符合一項或多項排除條件而無法簽發認證，將即時通知客戶此一情況。

The OEKO-TEX® STeP certification process is documented in a formalised report and, if the minimum percentage score has been achieved, completed by issuing the certificate for the customer.

OEKO-TEX® STeP 認證過程會記錄在正式報告中，如果已達到最低百分比得分，則向客戶頒發證書，完成該過程。

5.3 Assessment tool

評估工具

The web-based assessment tool can be used to determine whether the facility is fundamentally suitable for the certification or which measures and improvements are required in advance. In addition, the tool enables efficient data evaluation. The assessment starts with some general questions about the company and processes. Then the applicant is asked to complete the assessment by answering basic questions as well as advanced questions in all six modules.

網上評估工具可用於判斷設施是否基本符合認證資格，或需預先採取哪些措施與改進。此外，該工具可有效進行數據評估。評估首先會針對公司及流程提出一般性問題，隨後申請者需於六個模組中回答基本與進階問題以完成整體評估。

5.3.1 Basic questions

These assessment questions are mandatory and must be answered by the customer as a condition for the certification process.

基本問題

這些評估問題是強制性的，是認證過程的一個條件，客戶必須回答。

5.3.2 Exclusion criteria

The exclusion criteria are part of the basic questions. They are the most important criteria for determining suitability for participation in the OEKO-TEX® STeP certification programme. All the exclusion criteria must be fulfilled if a facility is to be eligible for OEKO-TEX® STeP certification (see Annex 10).

排除標準

排除條件屬於基本問題之一部分，為判定生產設施是否適合參與 OEKO-TEX® STeP 認證計畫之最重要標準。若設施欲具備申請 OEKO-TEX® STeP 認證之資格，則所有排除條件均須完全符合（見附件 10）。

5.3.3 Advanced questions

OEKO-TEX® gives customers that strive for “best practice” the opportunity to document and subsequently verify more detailed procedures for their facilities. In this case, the customer can voluntarily answer all questions flagged as “advanced level”.

高級問題

OEKO-TEX®讓追求「最佳實踐」的客戶有機會記錄並隨後驗證更多有關其設施的詳細程式。 在這種情況下，客戶可自願回答標記為「高級水準」的所有問題。

5.4 Scoring system

評分系統

5.4.1 General evaluation rules

一般評估規則

The assessment is carried out according to a weighted method, in which each of the six modules is weighted equally. For this reason, each module makes up 1/6 of the total percentage of 100%.

通過加權方法進行評估，其中六個模塊中每個模塊的權重相同。因此，每個模塊佔總百分比 100%的 1/6。

Each module contains specific performance criteria that are assessed in the form of basic questions (including exclusion criteria) and advanced questions. These criteria are set out in the sections below.

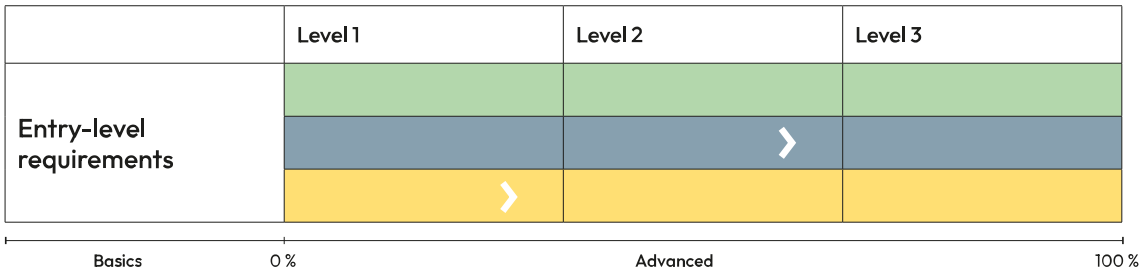
每個模組均包含以基本問題（含排除條件）及進階問題形式評估之特定績效標準。相關標準載於以下章節。

5.4.2 Rating of performance

績效評級

Not passed	Any exclusion criterion is not fulfilled or less than 70% of the points from basic questions are achieved	不合格	不滿足任何排除標準
Level 1: Entry level	70% of the points from the basic questions are achieved (including the exclusion criteria for each module). If more than 70% of the points from the basic questions are achieved, they are awarded for a higher level.	**1** 級：入門級	基本問題中有 70%達標（包括每個模塊的排除標準）。如果基本問題的達標率超過 70%，則級別更高。
Level 2: Good implementation	34% of the advanced questions (including any remaining basic points) are attained	**2** 級：良好實施	高級問題（包括任何其餘的基本要點）中有 34%達標
Level 3: Exemplary implementation	67% of the advanced questions (including any remaining basic points) are attained	**3** 級：示範性實施	高級問題（包括任何其餘的基本要點）中有 67%達標

STeP



5.5 Audits

審核

5.5.1 Certification audit

認證審核

A site inspection (audit) is mandatory for a final assessment and for verifying the conformity of the details provided by the customer. The scope of the audit depends on the size and the production of the facility and on the quality of the prepared documents. The specially trained auditors carry out the audit within the facility.

為進行最終評估並驗證客戶所提供資料的符合性，必須進行現場檢查（審查）。審查範圍取決於設施的規模、生產性質及所準備文件的品質。經專業訓練的審查員將於設施內執行審查。

5.5.2 Tests

檢測

If certain technical details cannot be proven with documents, the audit team is entitled to order or independently perform tests. This applies in particular to specific limit values (e.g. wastewater or air emissions) that must be proven by reports from nationally authorised or accredited laboratories (according to ISO 17025) in accordance with the requirements of national and international standards or that were tested by OEKO-TEX® members. Furthermore, the audit team is entitled to take or arrange random samples.

如果某些技術細節無法通過文件進行證明，則審核團隊有權要求或獨立執行檢測。這尤其適用於必須由國家授權或認可的實驗室（根據 ISO 17025）根據國家和國際標準的要求予以報告證明或由 OEKO-TEX®成員進行檢測的特定限量值（例如，廢水或空氣排放物）。此外，審核團隊有權採取或安排隨機樣品。

5.5.3 Re-Audit

重新審核

An additional re-audit can be carried out and assessed if specific obligations occur that need to be fulfilled before the certification. The customer will be informed of this by the Institute tasked with the audit.

如果在頒發證書之前還需要履行某些特定的義務，可能會要求重新進行審核和評估。若出現此情況，負責審核的機構會將其通知給客戶。

5.5.4 Compliance audit

合規性審核

The Institute tasked with the audit carries out a compliance audit every 18 months. For this audit, the customer shall update any existing assessment data (in the online assessment tool) and remove any invalid documents or add new documents, if necessary. The compliance audit is mandatory for all STeP certified facilities and shall be completed not later than 22 months after initial certification.

負責審核的機構每 18 個月進行一次合規性審核。 為接受該審核，客戶必須更新所有現有的評估數據（在線評估工具上）並移除任何無效檔或在必要時添加新檔。 所有 STeP 認證設施都必須接受合規性審核，並且應在初始認證后 22 個月內完成審核。

The compliance audit requires less auditing work by the OEKO-TEX® Institute because most of the information and documents are already available and most of the requirements have already been checked.

合規審核所需之審核工作較少，因多數資訊與文件已備妥，且大部分要求已經過核查。

5.5.5 Unannounced audit

OEKO-TEX® and its auditors have the right to make an unannounced audit to a OEKO-TEX® STeP certified facility at any time. The facility must allow entry for the auditors during unannounced audits as per the signed ToU and must allow STeP auditing to be conducted at any time. The cost for this unannounced audit are to be paid by the facility.

The names of a maximum of six management representatives must be included in the document so that they can act as deputy representation. The company ensures that at least one of these management representatives is available to host the STeP audit at any time. The management at the applying facility is responsible for keeping this list of contact persons up to date. Any failure to allow entry into the factory will result in the withdrawal of the certificate.

突擊審核

OEKO-TEX® 及其審核員有權在任何時間對通過 OEKO-TEX® STeP 認證的設施進行突擊審核。 在突擊審核期間 ,設施必須允許審核員按照簽署的 ToU 進入，並且必須允許 STeP 審核隨時進行。 突擊審核的費用由設施支付。

文件中必須列明最多六位管理層代表之姓名，以作為授權代表的後備人選。公司須確保上述管理層代表中至少一人隨時可出席並接待 STeP 審核。申請設施之管理層有責任保持此聯絡人名單的最新狀態。若未能允許審核人員進入設施，證書將被撤銷。

5.6 Rights of the auditors

The conditions for the rights of the auditors are based on the Terms of Use. The internal STeP Auditor Code of Conduct also applies.

審核人員的權利

審核員之權限條件係依據《使用條款》訂定，並同時適用《STeP 審核員行為準則》。

5.7 Audit report

Following the certification audit, the OEKO-TEX® Institute entrusted with the audit compiles a detailed audit report and delivers it to the customer. Among other things, the report contains summaries of the six STeP modules, obligations and recommendations (insofar as they are expressed by the auditing Institute) as well as a photo log.

審核報告

受委託進行審核的 OEKO-TEX®機構在完成認證審核之後，會編制詳細的審核報告並將其交付給客戶。另外，該報告中含有六個 STeP 模塊的總匯信息、義務和建議（審查機構明確表示會報告的內容）以及照片日誌等。

5.8 Issuing the certificate

If the conditions of this standard are met, the customer receives a two-page certificate. The Institute entrusted with the audit supplies this certificate issued by OEKO-TEX®.

頒發證書

要求所在：若符合本標準之各項條件，客戶將獲發由 OEKO-TEX® 簽發之兩頁證書。負責審查之檢測機構將提供該證書。

5.9 Validity and renewal of the certificate

The OEKO-TEX® STeP certificate is valid for three years (36 months) from the date of issue. If a customer decides to extend the certificate, then the extension must be initiated before the validity expires. The expiration date of the renewed certificate is exactly 3 years after the expiration date of the previous one and cannot be adjusted. Delayed performed renewals do not lead to an extension of the certificate validity (see also ToU).

The conditions for the validity period, renewal and possibly withdrawal of the certificate are based on the Terms of Use (ToU).

證書有效性和續期

OEKO-TEX® STeP 證書自簽發日期起有效期為三年（36 個月）。若客戶決定延展證書 ,須於有效期屆滿前啟動續證程序。續期後之證書有效期，將自前一張證書之到期日算起正好三年，且不得更改。若續證延遲進行，並不會延長證書之有效期限（另見《使用條款》）。

有效期、續期和可能撤銷證書的條件均以使用條款(ToU)為依據。

5.10 Benchmarks

基準

Within the framework of OEKO-TEX® STeP, OEKO-TEX® provides industry benchmarks for its customers. These benchmarks are provided in various modules. For example, there may be regional and global benchmarks. Customers can use these benchmarks to compare their performance with the benchmarks published by OEKO-TEX® STeP.

OEKO-TEX®可為其客戶提供在 OEKO-TEX® STeP 框架內的行業基準。這些基準提供於各模塊中。例如，可能存在地區和全球基準。客戶可以使用這些基準，將他們的績效與 OEKO-TEX® STeP 發佈的基準進行比較。

Furthermore, the performance of certified facilities within categories including spinning mills, dyeing plants, cutting and sewing operations, etc., are recorded and used as benchmarks for comparing performance within a sector.

此外，紡紗、染整、裁縫等類別的認證設施績效將被記錄，並作為行業內績效比較的基準。

For this reason, there are two ways to create benchmarks within the framework of OEKO-TEX® STeP:

因此，創建在 OEKO-TEX® STeP 框架內的基準的方法有兩種：

- Based on the published criteria (key data), published as standard
- Based on comparable services within a similar category

- 根據作為標準發佈的準則（關鍵數據）創建
- 根據類似類別的同類服務創建

5.11 Acceptance of Third-Party certification systems

第三方認證體系的承認

The OEKO-TEX® STeP system includes certain certification providers whose standards and certifications are certified as meeting the OEKO-TEX® STeP standard. This allows for synergies within the industry to be utilised and helps to avoid double expenditure and investments. The third-party certifications and systems that are recognised and endorsed by the OEKO-TEX® STeP criteria have been reviewed by our team of experts and ranked as at least equivalent to the OEKO-TEX® STeP criteria.

OEKO-TEX® STeP 系統包括某些認證提供商，其標準和認證能力均經過認證並滿足 OEKO-TEX® STeP 標準。這使得可以利用行業內的協同作用，並且有助於避免雙重支出和投資。由 OEKO-TEX® STeP 標準認可和讚同的第三方認證和體系已經過我們專家團隊的審查，並且其排名至少與 OEKO-TEX® STeP 標準相當。

In all cases, OEKO-TEX® auditors perform controls in the form of random samples. If there is any doubt, this may result in the failure to meet the OEKO-TEX® STeP requirements of ensuring clarity and certainty.

在所有情況下，OEKO-TEX® 審核員均會以隨機抽樣方式進行查核。若出現任何疑慮，可能導致無法符合 OEKO-TEX® STeP 要求中有關明確性與確定性之規定。

Third-party certification does not entitle a customer to refrain from answering some of the questions asked by the OEKO-TEX® STeP assessment tool. To receive a full evaluation, the customer must answer all the questions. However, depending on the respective third-party certification system the STeP assessment tool allows an automatic pre-selection of affected questions. This should facilitate the work of the customer. Answering the questions also helps to standardise the answers to enable a cross-comparison of facilities (OEKO-TEX® STeP third-parties) and enable the auditors to confirm any existing certifications through testing.

第三方認證並不代表客戶可免於回答 OEKO-TEX® STeP 評估工具中的任何問題。為獲得完整評估，客戶必須回答所有問題。不過，根據相關第三方認證系統，STeP 評估工具可自動預選相關問題以方便客戶操作。回答問題同時有助於標準化資料，以便跨設施比較（OEKO-TEX® STeP 第三方）並讓審核員透過檢測確認現有認證。

Third-party certification is accepted in a number of different areas of OEKO-TEX® STeP. Recognised certification providers are listed in Annex 8.

OEKO-TEX® STeP 在許多不同領域都承認第三方認證。附錄 8 中列出了受認可的認證提供商。

5.12 Other applicable standards

The preferred testing standards are:

- International standards (e.g. ISO, IEC, etc.)
- National standards
- Standards from recognised industry associations
- Regional standards

The current legal situation shall be checked in each case. Most countries have analysis standards and other applicable standards for performing tests and management systems. In addition, there are generally recognised references that are used by the textile, clothing and leather industry. These references are usually issued by industrial trade groups (e.g ISO, IEC, CEN, CENELEC) and sometimes by governmental groups (e.g. CPSC in the USA). It is impossible to list all the applicable standards, especially since this list is constantly changing. However, it is important to cite and document any categories within the context of OEKO-TEX® STeP appropriately so that the auditor is able to identify the source with absolute certainty and assess its validity and implementation.

其他適用標準

首選測試標準包括：

- 國際標準（例如 ISO、IEC 等）
- 國家標準
- 受認可的行業協會所發佈的標準
- 地區標準

在各種情況下，都應檢查現行法律狀況。大多數國家都有執行測試和管理的分析標準和其他適用標準。此外，也有由紡織品、服裝和皮革行業使用的廣受認可的參考資料。這些參考資料通常由行業貿易組織（例如 ISO、IEC、CEN、CENELEC）發行，有時也由政府機構（例如美國的 CPSC）發行。特別是標準处于不斷发展變化之中，因此無法列出所有適用的標準。但是，適當地引用並記錄任何 OEKO-TEX® STeP 範疇內的類別非常重要，這樣有利於審核人員以絕對的把握度來識別標準出處並評估其有效性和實施情況。

5.13 Information references

Many of the targets specified in the OEKO-TEX® STeP standard can be achieved in different ways. To enable the user to better understand these possibilities and help the user to achieve the targets, Annex 9 contains a list of information references.

信息參考

OEKO-TEX® STeP 標準中規定的許多目標可通過不同方式實現。為了使用戶能夠更好地理解這些可能性並幫助用戶實現目標，附錄 9 中列出了一個信息參考資料列表。

6 Legal Relationship between customer and OEKO-TEX®

The basis for the legal relationship between the customer and OEKO-TEX® is an application request from the customer to an OEKO-TEX® Institute of their choice (see Annex 1) to certify his or her facility in accordance with the OEKO-TEX® STeP Standard.

The OEKO-TEX® Terms of Use (ToU) apply for all OEKO-TEX® products (see Annex II). The ToU can be found under www.oeko-tex.com/ToU.

客戶與 OEKO-TEX®之間的法律關係

客戶向其選定 OEKO-TEX®機構（參見附錄 1）提交的根據 OEKO-TEX® STeP 標準對其設施進行認證的申請請求是客戶與 OEKO-TEX®之間法律關係的基礎。

OEKO-TEX® 使用條款(ToU)適用於所有 OEKO-TEX® 產品（參見附錄 II）。可以在 www.oeko-tex.com/ToU 查看 ToU。

1 Annex 附錄

OEKO-TEX® Institutes

The International OEKO-TEX® Association consists of independent institutes in Europe and Japan, with offices around the globe.

The testing and research institutes offering certification and licensing according to MADE IN GREEN, STANDARD 100, ORGANIC COTTON, LEATHER STANDARD, STeP, ECO PASSPORT and / or RESPONSIBLE BUSINESS can be found on the OEKO-TEX® homepage www.oeko-tex.com/en/about-us/offices.

The OEKO-TEX® Secretariat can be contacted at the following address:

OEKO-TEX Service GmbH
Genferstrasse 23, CH-8002 Zürich, Switzerland
Phone: +41 44 501 26 00
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Web: www.oeko-tex.com

OEKO-TEX®機構

OEKO-TEX® 國際環保紡織及皮革協會由獨立的歐洲和日本檢測機構組成，辦事處遍佈全球。

提供 MADE IN GREEN、STANDARD 100、ORGANIC COTTON、LEATHER STANDARD、STeP、ECO PASSPORT 和/或 RESPONSIBLE BUSINESS 認證和許可的測試和研究機構可在 OEKO-TEX® 主頁上找到 www.oeko-tex.com/en/about-us/offices.

可通過以下方式聯繫 OEKO-TEX®秘書處：

STeP

2 Annex 附錄

Labelling 標籤

When a OEKO-TEX® STeP certificate is issued, the certificate holder receives a licence to use the corresponding OEKO-TEX® label.

頒發 OEKO-TEX® STeP 證書後，證書持有者將獲得使用相應 OEKO-TEX®標籤的許可。

The OEKO-TEX® Labelling Guide covers rules and guidelines that govern the use of the OEKO-TEX® trademark and OEKO-TEX® labels. It defines the guideline for a standardised appearance of the OEKO-TEX® labels. It assists companies, manufacturers, brands, retailer and all OEKO-TEX® partner to label their certified products correctly and to develop marketing materials to communicate company efforts.

OEKO-TEX®標籤使用指南涵蓋了管理 OEKO-TEX® 商標和 OEKO-TEX®標籤的使用規則及指南。 並對 OEKO-TEX®標籤的標準化外觀使用規定作出了定義。 它可幫助企業、製造商、品牌商、零售商及所有 OEKO-TEX®合作夥伴正確使用標籤來標記其認證的產品，還可用作開發市場的材料以傳達企業在此做出的努力。

Labelling Guide

標籤使用指南

All layout version of the OEKO-TEX® labels can be downloaded via the Label Editor in the myOEKO-TEX® platform.

OEKO-TEX®標籤的所有佈局版本都可通過 myOEKO-TEX®平台的標籤編輯器下載。

3 Annex

附錄

OEKO-TEX® STeP Chemical List

STeP OEKO-TEX®化學品清單

3.1 Manufacturing Restricted Substance List (MRSL)

製造過程受限物質清單

The intentional use of the chemicals described below is prohibited within the framework of the OEKO-TEX® STeP certification. The OEKO-TEX® STeP Chemical List is compliant with substances of very high concern (SVHC) listed in the most current and authentic version of the Candidate List of substances of very high concern for authorisation (published in accordance with Article 59(10) of the REACH Regulation. In addition, low concentrations (<0,1%) or contaminants of the described chemicals may be inadvertently contained in the added textile chemicals and should be considered / evaluated according to the technical and informative possibilities. If chemicals and auxiliaries used in production contain one or more of the prohibited substances in low concentrations (<0,1%), even as unintentional low concentrations or as contaminants, it shall be ensured that the clothing / textile / leather product or accessories (e.g. buttons, metal accessories, etc.) fulfil the current requirements according to OEKO-TEX® STANDARD 100 or OEKO-TEX® LEATHER STANDARD.

在 OEKO-TEX® STeP 認證範圍內，禁止有意使用下列化學品。 OEKO-TEX® STeP 化學物質清單符合最新版的《高度關注物質授權候選清單》(根據 REACH 法規第 59 (10) 條公佈) 中列出的高度關注物質 (SVHC)。 此外，添加的紡織化學品中可能無意中含有低濃度 (0.1%) 的上述化學品或污染物，應根據技術和資訊可能性進行考慮/評估。 如果生產中使用的化學品和助劑中含有一種或多種低濃度 (0.1%) 的禁用物質，即使是無意的低濃度或污染物，也應確保服裝/紡織品/皮革產品或配件 (如紐扣、金屬配件等) 符合 OEKO-TEX® STANDARD 100 或 OEKO-TEX® LEATHER STANDARD 的現行要求。

3.2 Verification and inspection of the compliance with these requirements

驗證和檢驗該要求的合規性

The applicant may provide evidence by providing supplier declarations, third-party certificates of conformity, safety data sheets, etc. The decision of which proof, documents etc. are used and accepted is deliberated and determined exclusively by the OEKO-TEX® institute. The institute can also request the test of chemicals or finished textiles/leather/materials. This decision cannot be questioned.

申請人可透過提供供應商聲明、第三方符合性證書、安全資料表等方式提交相關證明。所採用及可被接受之證據與文件 ,由 OEKO-TEX® 檢測機構專責審議並最終決定。該機構亦有權要求對化學品、成品紡織品 / 皮革 / 材料進行測試。其決定為最終決定，不得異議。

3.3 Wastewater and sludge testing

廢水和污泥檢測

Companies with wet processes (incl. industrial laundries) need to have a detailed wastewater and sludge (if applicable) analysis available. The substances and corresponding limit values and reporting limits defined in the STeP Chemical List (see below) shall be considered.

採用濕式製程的企業 (包括工業洗衣店) 需要提供詳細的廢水和污泥 (如適用) 分析。 應考慮 STeP 化學品清單 (見下文) 中定義的物質和相應的限量值及報告限量值。

- Substances for which a limit value is defined or "testing required" is indicated shall be tested
- Substances for which only a reporting limit is defined should be tested

- 必須對規定限量值或指明“需檢測”的物質進行檢測
- 應當對僅規定報告限值的物質進行檢測

STeP

- Substances for which neither a limit value nor a reporting limit is defined do not need to be tested
- Facilities producing Viscose (CV) and Modal (CMD) fibres do not require to test all parameters listed in Annex 3, i.e. only Alkylphenolethoxylates (APEO's), total Cr, Cd, Cu, Ni, Cr (VI), Pb, Hg and Zn in wastewater and only Alkylphenolethoxylates (APEO's) in sludge. In Annex 6.1 are all conventional parameters listed, which are also relevant. As an exception for this kind of facilities, the sampling point shall be after the wastewater treatment plant.

- 既未規定限量值也未規定報告限值的物質，無需進行檢測
- 生產粘膠纖維（CV）和莫代爾纖維（CMD）的設施不需要檢測附件 3 中列出的所有參 數 ,即只需檢測廢水中的烷基酚聚氧乙烯醚（APEO）、總鉻、鎘、銅、鎳、六價鉻、 鉛、汞和鋅，以及污泥中的烷基酚聚氧乙烯醚（APEO）。 附件 6.1 列出了所有相關的常規參數。 作為此類設施的例外情況 ,採樣點應在廢水處理廠之後。

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
1. Alkylphenols (AP's) / Alkylphenolethoxylates (APEO's)						
Nonylphenol (n-nonyl and iso-nonyl)	Various 11066-49-2 25154-52-3 104-40-5 90481-04-2 84852-15-3	X X X X X X	5	1	testing required	0.4
Octylphenol (n-octyl and iso-octyl)	Various 140-66-9 27193-28-8 1806-26-4	X X X X	5	1	testing required	0.4
Heptylphenol (branched and linear)	Various	X	-	-	-	-
Pentylphenol (branched and linear)	Various	X	-	-	-	-
Nonylphenolethoxylates (NPEO) (n-nonyl and iso-nonyl)	Various 9016-45-9 26027-38-3 68412-54-4 127087-87-0 37205-87-1	X X X X X X	5	1	testing required	0.4
Octylphenolethoxylates (OPEO) (n-octyl and iso-octyl)	Various 9002-93-1 9036-19-5 68987-90-6	X X X X	5	1	testing required	0.4
2. Phthalates						
Benzylbutylphthalate (BBP)	85-68-7	X	testing required	2	-	-
Dibutylphthalate (DBP)	84-74-2	X	testing required	2	-	-
Diethylphthalate (DEP)	84-66-2	X	testing required	2	-	-
Dimethylphtalate (DMP)	131-11-3	X	-	2	-	-
Di-(2-ethylhexyl)phthalate (DEHP)	117-81-7	X	testing required	2	-	-
Di-(2-methoxyethyl)phthalate (DMEP)	117-82-8	X	testing required	2	-	-
Di-C6-8-branched alkylphthalates (DIHP)	71888-89-6	X	testing required	2	-	-
Di-C7-11-branched alkylphthalates (DHNUP)	68515-42-4	X	testing required	2	-	-
Dicylcohexylphthalate (DCHP)	84-61-7	X	testing required	2	-	-
Dihexylphthalates, branched and linear (DHxP)	68515-50-4	X	testing required	2	-	-
Di-iso-butylphthalate (DIBP)	84-69-5	X	testing required	2	-	-
Di-iso-hexylphthalate (DIHxP)	71850-09-4	X	-	2	-	-
Di-iso-octylphthalate (DIOP)	27554-26-3	X	testing required	2	-	-
Di-iso-nonylphthalate (DINP)	28553-12-0 68515-48-0	X X	testing required	2	-	-

X Use restricted

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
Di-iso-decylphthalate (DIDP)	26761-40-0 68515-49-1	X X	testing required	2	-	-
Di-n-propylphthalate (DPP)	131-16-8	X	testing required	2	-	-
Di-n-hexylphthalate (DHP)	84-75-3	X	testing required	2	-	-
Di-n-octylphthalate (DNOP)	117-84-0	X	testing required	2	-	-
Di-n-nonylphthalate (DNP)	84-76-4	X	testing required	2	-	-
Di-n-pentylphthalate (DPP)	131-18-0	X	testing required	2	-	-
Di-iso-pentylphthalate (DPP)	605-50-5	X	testing required	2	-	-
Iso-pentyl-n-pentylphthalate (DPP)	776297-69-9	X	-	2	-	-
Dipentylphthalate, branched and linear (DPP)	84777-06-0	X	testing required	2	-	-
1,2-benzenedicarboxylic acid, di-C6-10-alkyl esters	68515-51-5	X	-	-	-	-
1,2-benzenedicarboxylic acid, mixed decyl-, and hexyl, and octylesters	68648-93-1	X	-	-	-	-
3. Brominated, chlorinated and other flame retardants						
Polybromobiphenyles (PBBs)	59536-65-1	X	testing required	sum 5	-	-
Monobromobiphenyls (MonoBB)	Various	X	-	1	-	-
Dibromobiphenyls (DiBB)	Various	X	-	1	-	-
Tribromobiphenyls (TriBB)	Various	X	-	1	-	-
Tetrabromobiphenyls (TetraBB)	Various	X	-	1	-	-
Pentabromobiphenyls (PentaBB)	Various	X	-	1	-	-
Hexabromobiphenyls (HexaBB)	Various	X	-	1	-	-
Heptabromobiphenyls (HeptaBB)	Various	X	-	1	-	-
Octabromobiphenyls (OctaBB)	Various	X	-	1	-	-
Nonabromobiphenyls (NonaBB)	Various	X	-	1	-	-
Decabromobiphenyl (DecaBB)	13654-09-6	X	-	1	-	-
Polybrominated diphenyl ethers (PBDEs)	Various	X	-	sum 5	-	-
Monobromodiphenylethers (MonoBDEs)	Various	X	-	1	-	-
Dibromodiphenylethers (DiBDEs)	Various	X	-	1	-	-
Tribromodiphenylethers (TriBDEs)	Various	X	-	1	-	-
Tetrabromodiphenylethers (TetraBDEs)	Various 40088-47-9	X X	-	1	-	-
Pentabromodiphenylethers (PentaBDEs)	Various 32534-81-9	X X	- testing required	1	- -	-
Hexabromodiphenylethers (HexaBDEs)	Various 36483-60-0	X X	-	1	-	-

X Use restricted

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
Heptabromodiphenylethers (HeptaBDEs)	Various 68928-80-3	X X	-	1	-	-
Octabromodiphenylethers (OctaBDEs)	Various 32536-52-0	X X	-	1	-	-
Nonabromodiphenylethers (NonaBDEs)	Various 63936-56-1	X X	-	1	-	-
Decabromodiphenylether (DecaBDE)	1163-19-5	X	testing required	1	-	-
Tri-(2,3-dibromopropyl)phosphate (TRIS)	126-72-7	X	testing required	1	-	-
Tris(2-chlorethyl)phosphate (TCEP)	115-96-8	X	testing required	1	-	-
Hexabromocyclododecane (HBCDD) and all main diastereomeres identified (alpha-, beta-, gamma-)	3194-55-6 134237-50-6 134237-51-7 134237-52-8 25637-99-4	X X X X X	testing required - - - -	1 - - - -	- - - - -	- - - - -
Tetrabromo-bisphenol A (TBBA)	79-94-7	X	testing required	1	-	-
Bis(2,3-dibromopropyl)phosphate (BIS)	5412-25-9	X	testing required	1	-	-
2,2-Bis(bromomethyl)-1,3-propanediol (BBMP)	3296-90-0	X	testing required	1	-	-
Other Flame retardants						
Triphenyl phosphate	115-86-6	X	-	-	-	-
Tris(1,3-dichlorisopropyl)phosphate (TDCPP)	13674-87-8	X	testing required	1	-	-
Tris-(2-chloro-1-methylethyl)phosphate (TCPP)	13674-84-5	X	testing required	25	-	-
Tris-(aziridinyl)-phosphinoxide (TEPA)	545-55-1	X	testing required	1	-	-
Borate, zinc salt	12767-90-7	X	testing required	100 [7]	-	-
Boric acid	10043-35-3 11113-50-1	X X	testing required	100 [7]	-	-
Diboron trioxide	1303-86-2	X	testing required	100 [7]	-	-
Disodium tetraborate, anhydrous	1303-96-4 1330-43-4 12179-04-3	X X X	testing required	100 [7]	-	-
Disodium octaborate	12008-41-2	X	testing required	100 [7]	-	-
Tetraboron disodium heptaoxide, hydrate	12267-73-1	X	testing required	100 [7]	-	-
Dibromopropylether	21850-44-2	X	testing required	25	-	-
Flame retardants which contain toxic metals like antimony or arseni	Various	X	-	-	-	-
Antimony trioxide	1309-64-4	X	-	-	-	-

7 determined as total boron

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
Antimony pentoxide	1314-60-9	X	-	-	-	-
Tri-o-cresyl phosphate	78-30-8	X	-	1	-	-
Trixylyl phosphate	25155-23-1	X	-	1	-	-
4. Hazardous colorants						
Arylamines (released from Azo colorants or in free manner)						
4-Aminobiphenyl; 4-Aminodiphenyl	92-67-1	X	testing required	0.1	-	-
Benzidine	92-87-5	X	testing required	0.1	-	-
4-Chloro-o-toluidine	95-69-2	X	testing required	0.1	-	-
2-Naphthylamine	91-59-8	X	testing required	0.1	-	-
o-Aminoazotoluene	97-56-3	X	testing required	0.1	-	-
2-Amino-4-nitrotoluene	99-55-8	X	testing required	0.1	-	-
4-Chloroaniline	106-47-8	X	testing required	0.1	-	-
2,4-Diaminoanisole	615-05-4	X	testing required	0.1	-	-
4,4'-Diaminodiphenylmethane	101-77-9	X	testing required	0.1	-	-
3,3'-Dichlorobenzidine	91-94-1	X	testing required	0.1	-	-
3,3'-Dimethoxybenzidine	119-90-4	X	testing required	0.1	-	-
3,3'-Dimethylbenzidine	119-93-7	X	testing required	0.1	-	-
4,4'-Methylenedi-o-toluidine	838-88-0	X	testing required	0.1	-	-
p-Cresidine; 6-Methoxy-m-toluidine	120-71-8	X	testing required	0.1	-	-
4,4'-Methylene-bis-(2-chloroaniline)	101-14-4	X	testing required	0.1	-	-
4,4'-Oxydianiline	101-80-4	X	testing required	0.1	-	-
4,4'-Thiodianiline	139-65-1	X	testing required	0.1	-	-
o-Toluidine	95-53-4	X	testing required	0.1	-	-
2,4-Toluylendiamine	95-80-7	X	testing required	0.1	-	-
2,4,5-Trimethylaniline	137-17-7	X	testing required	0.1	-	-
o-Anisidine (2-Methoxyaniline)	90-04-0	X	testing required	0.1	-	-
4-Aminoazobenzene	60-09-3	X	testing required	0.1	-	-

X Use restricted

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
2,4-Xylidine	95-68-1	X	testing required	0.1	-	-
2,6-Xylidine	87-62-7	X	testing required	0.1	-	-
2,5-Diaminotoluene / 2-Methyl-p-phenylendiamine	615-50-9	X	-	-	-	-
4-Ethoxyaniline / p-Phenetidine	156-43-4	X	-	-	-	-
3,3-Diaminobenzidin	91-95-2	X	-	-	-	-
Aniline	62-53-3	X	-	-	-	-
Hazardous colorants (Carcinogenic, allergenic, or banned for other reasons)						
C.I. Acid Red 26 (C.I. 16150)	3761-53-3	X	testing required	1	-	-
C.I. Acid Red 114	6459-94-5	X	-	1	-	-
C.I. Acid Violet 49	1694-09-3	X	testing required	1	-	-
Azobenzene	103-33-3	X	-	-	-	-
C.I. Basic Blue 26	2580-56-5	X	testing required	1	-	-
C.I. Basic Green 4 (chloride)	569-64-2	X	testing required	sum 1	-	-
C.I. Basic Green 4 (free)	10309-95-2	X	-	-	-	-
C.I. Basic Green 4 (oxalate)	2437-29-8 18015-76-4	X	-	-	-	-
C.I. Basic Red 9 (C.I. 42500)	569-61-9	X	testing required	1	-	-
C.I. Basic Violet 1	8004-87-3	X	-	1	-	-
C.I. Basic Violet 3	548-62-9	(X)[6]	-	1	-	-
C.I. Basic Violet 14 (C.I. 42510)	632-99-5	X	-	1	-	-
C.I. Direct Black 38 (C.I. 30235)	1937-37-7	X	testing required	1	-	-
C.I. Direct Blue 6 (C.I. 22610)	2602-46-2	X	testing required	1	-	-
C.I. Direct Blue 15	2429-74-5	X	-	1	-	-
C.I. Direct Blue 218	28407-37-6	X	-	1	-	-
C.I. Direct Brown 95	16071-86-6	X	-	1	-	-
C.I. Direct Red 28 (C.I. 22120)	573-58-0	X	testing required	1	-	-
C.I. Disperse Blue 1 (C.I. 64500)	2475-45-8	X	testing required	1	-	-
C.I. Disperse Blue 3 (C.I. 61505)	2475-46-9	X	testing required	1	-	-
C.I. Disperse Blue 7 (C.I. 62500)	3179-90-6	X	testing required	1	-	-
C.I. Disperse Blue 26 (C.I. 63305)	3860-63-7	X	testing required	1	-	-
C.I. Disperse Blue 35 (mixture)	12222-75-2	X	testing required	1	-	-

(X)[6] If Michlers Ketone/Base is present than more than >= 0.1 %
X Use restricted

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
C.I. Disperse Blue 35 (Component 1)	56524-77-7	X	testing required	1	-	-
C.I. Disperse Blue 35 (Component 2)	56524-76-6	X	-	1	-	-
C.I. Disperse Blue 102	12222-97-8 (69766-79-6)	X	testing required	1	-	-
C.I. Disperse Blue 106	12223-01-7 (68516-81-4)	X	testing required	1	-	-
C.I. Disperse Blue 124	61951-51-7	X	testing required	1	-	-
C.I. Disperse Brown 1	23355-64-8	X	testing required	1	-	-
C.I. Disperse Orange 1 (C.I. 11080)	2581-69-3	X	testing required	1	-	-
C.I. Disperse Orange 3 (C.I. 11005)	730-40-5	X	testing required	1	-	-
C.I. Disperse Orange 11 (C.I. 60700)	82-28-0	X	testing required	1	-	-
C.I. Disperse Orange 37 (=59 / =76) (C.I. 11132)	13301-61-6	X	testing required	1	-	-
C.I. Disperse Orange 149	85136-74-9	X	-	1	-	-
C.I. Disperse Red 1 (C.I. 11110)	2872-52-8	X	testing required	1	-	-
C.I. Disperse Red 11 (C.I. 62015)	2872-48-2	X	testing required	1	-	-
C.I. Disperse Red 17 (C.I. 11210)	3179-89-3	X	testing required	1	-	-
C.I. Disperse Yellow 1 (C.I. 10345)	119-15-3	X	testing required	1	-	-
C.I. Disperse Yellow 3 (C.I. 11855)	2832-40-8	X	testing required	1	-	-
C.I. Disperse Yellow 9 (C.I. 10375)	6373-73-5	X	testing required	1	-	-
C.I. Disperse Yellow 23 (C.I. 26070)	6250-23-3	X	-	1	-	-
C.I. Disperse Yellow 39	12236-29-2	X	testing required	1	-	-
C.I. Basic Yellow 2/Solvent Yellow 34	2465-27-2	X	testing required	-	-	-
C.I. Disperse Yellow 49	54824-37-2	X	testing required	1	-	-
C.I. Pigment Red 104 (Lead chromate molybdate sulphate red; C.I. 77605)	12656-85-8	X	-	-	-	-
C.I. Pigment Yellow 34 (Lead sulfochromate yellow; C.I. 77603)	1344-37-2	X	-	-	-	-
C.I. Solvent Blue 4	6786-83-0	(X)[6]	-	1	-	-
C.I. Solvent Violet 8	561-41-1	(X)[6]	-	1	-	-
C.I. Solvent Yellow 1 (p-Aminoazobenzol (pure); Aniline yellow)	60-09-3	X	-	1	-	-
C.I. Solvent Yellow 2 (C.I. 11020)	60-11-7	X	-	1	-	-

(X)[6] If Michlers Ketone/Base is present than more than >= 0.1 %

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
C.I. Solvent Yellow 3 (o-Aminoazotoluene (pure))	97-56-3	X	testing required	1	-	-
C.I. Solvent Yellow 14	842-07-9	X	-	1	-	-
Navy blue, index no. 611-070-00-2 (Component 1 & 2)	118685-33-9	X	testing required	500	-	-
Colorants containing the heavy metals lead or cadmium	Various	X	-	-	-	-
Colorants with an acute toxicity LD50 < 100 mg/kg	Various	X	-	-	-	-
5. Organotin compounds						
Dibutyltin (DBT)	Various 683-18-1	X X	testing required	0.01	-	-
Dibutyltin hydrogen borate	75113-37-0	X	-	-	-	-
Dioctyltin (DOT)	Various	X	testing required	0.01	-	-
Diphenyltin (DPhT)	Various 1011-95-6	X X	testing required	0.01	-	-
Dipropyltin	Various 867-36-7	X	testing required	0.01		
Monobutyltin (MBT)	Various	X	testing required	0.01	-	-
Monooctyltin (MOT)	Various	X	testing required	0.01	-	-
Tetrabutyltin (TeBT)	Various 1461-25-2	X	testing required	0.01	-	-
Tetraethyltin (TeET)	597-64-8	X	testing required	0.01	-	-
Tetraoctyltin compounds (TeOT)	Various	X	testing required	0.01	-	-
Tributyltin (TBT)	Various	X	testing required	0.01	-	-
Bis(tributyltin) oxide (TBTO)	56-35-9	X	-	-	-	-
Tricyclohexyltin (TCyHT)	Various	X	testing required	0.01	-	-
Trimethyltin (TMT)	Various	X	testing required	0.01	-	-
Trioctyltin (TOT)	Various	X	testing required	0.01	-	-
Triphenyltin (TPhT)	Various 668-34-8	X X	testing required	0.01	-	-
Tripropyltin (TPT)	Various	X	testing required	0.01	-	-
Dimethyltin	753-73-1	X	testing required	0.01	-	-
Monophenyltin	1124-19-2	X	testing required	0.01	-	-
Monomethyltin	993-16-8	X	testing required	0.01	-	-
6. PFC's, Per- and polyfluorinated compounds						

X Use restricted

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
PFAS (according to OECD)	Various	X	-	-	-	-
Perfluorooctane sulfonic acid and sulfonates (PFOS)	Various 1763-23-1	X X	10	0.01	-	-
Perfluorooctane sulfonamide (PFOSA)	754-91-6	X	-	0.1	-	-
Perfluoroectane sulfonfluoride (PFOSF/POSF)	307-35-7	X	-	0.01	-	-
N-Methyl perfluorooctane sulfonamide (N-Me-FOSA)	31506-32-8	X	-	0.1	-	-
N-Ethyl perfluorooctane sulfonamide (N-Et-FOSA)	4151-50-2	X	-	0.1	-	-
N-Methyl perfluorooctane sulfonamide ethanol (N-Me-FOSE)	24448-09-7	X	-	0.1	-	-
N-Ethyl perfluorooctane sulfonamide ethanol (N-Et-FOSE)	1691-99-2	X	-	0.1	-	-
Perfluoroheptanoic acid (PFHpA) and salts	Various 375-85-9	X X	-	0.01	-	-
Perfluorooctanoic acid (PFOA) and salts	Various 335-67-1	X X	50	0.01	-	-
Perfluorononanoic acid (PFNA) and salts	Various 375-95-1	X X	-	0.01	-	-
Perfluorodecanoic acid (PFDA) and salts	Various 335-76-2	X X	-	0.01	-	-
Henicosafluoroundecanoic acid (Perfluoroundecanoic acid; PFUdA) and salts	Various 2058-94-8	X X	-	0.01	-	-
Tricosafluoroundecanoic acid (Perfluorododecanoic acid; PFDoA) and salts	Various 307-55-1	X X	-	0.01	-	-
Pentacosafluorotridecanoic acid (Perfluorotridecanoic acid; PFTrDA) and salts	Various 72629-94-8	X X	-	0.01	-	-
Heptacosafluorotetradecanoic acid (Perfluorotetradecanoic acid; PFTeDA) and salts	Various 376-06-7	X X	-	0.01	-	-
Perfluorobutanoic acid (PFBA) and salts	Various 375-22-4	X X	-	0.01	-	-
Perfluoropentanoic acid (PFPeA) and salts	Various 2706-90-3	X X	-	0.01	-	-
Perfluorohexanoic acid (PFHxA) and salts	Various 307-24-4	X X	-	0.01	-	-
Perfluoro(3,7-dimethlyoctanoic acid) (PF-3,7-DMOA) and salts	Various 172155-07-6	X X	-	0.01	-	-
Perfluorobutane sulfonic acid (PFBS) and salts	Various 375-73-5 59933-66-3	X X X	-	0.01	-	-
Perfluorohexane sulfonic acid (PFHxS) and salts	Various 355-46-4	X X	-	0.01	-	-
Perfluoroheptane sulfonic acid (PFHpS) and salts	Various 375-92-8	X X	-	0.01	-	-
Henicosafluorodecane sulfonic acid (Perfluorodecane sulfonic acid, PFDS) and salts	Various 335-77-3	X X	-	0.01	-	-
7H-Perfluoroheptaonic acid (7HPFHpA) and salts	Various 1546-95-8	X X	-	0.01	-	-
2H,2H,3H,3H-Perfluoroundecanoic acid (44HPFUnA) and salts	Various 34598-33-9	X X	-	0.01	-	-

X Use restricted

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
1H,1H,2H,2H-Perfluorooctane sulfonic acid (1H,1H,2H,2H-PFOS) and salts	Various 27619-97-2	X X	-	0.01	-	-
1H,1H,2H,2H-perfluoro-1-hexanol (4:2 FTOH)	2043-47-2	X	-	1	-	-
1H,1H,2H,2H-perfluoro-1-octanol (6:2 FTOH)	647-42-7	X	testing required	1	-	-
1H,1H,2H,2H-perfluoro-1-decanol (8:2 FTOH)	678-39-7	X	testing required	1	-	-
1H,1H,2H,2H-perfluoro-1-dodecanol (10:2 FTOH)	865-86-1	X	-	1	-	-
1H,1H,2H,2H-perfluorooctylacrylate (6:2 FTAC)	17527-29-6	X	-	1	-	-
1H,1H,2H,2H-perfluorodecylacrylate (8:2 FTAC)	27905-45-9	X	-	1	-	-
1H,1H,2H,2H-perfluorododecylacrylate (10:2 FTAC)	17741-60-5	X	-	1	-	-
7. Chlorobenzenes and Chlorotoluenes						
Chlorobenzene	108-90-7	X	testing required	0.1	-	-
Dichlorobenzenes	25321-22-6	X	-	-	-	-
1,2-Dichlorobenzene	95-50-1	X	testing required	0.1	-	-
1,3-Dichlorobenzene	541-73-1	X	testing required	0.1	-	-
1,4-Dichlorobenzene	106-46-7	X	testing required	0.1	-	-
Trichlorobenzenes	12002-48-1	X	-	-	-	-
1,2,3-Trichlorobenzene	87-61-6	X	testing required	0.1	-	-
1,2,4-Trichlorobenzene	120-82-1	X	testing required	0.1	-	-
1,3,5-Trichlorobenzene	108-70-3	X	testing required	0.1	-	-
Tetrachlorobenzene	12408-10-5	X	-	-	-	-
1,2,3,4-Tetrachlorobenzene	634-66-2	X	testing required	0.1	-	-
1,2,3,5-Tetrachlorobenzene	634-90-2	X	testing required	0.1	-	-
1,2,4,5-Tetrachlorobenzene	95-94-3	X	testing required	0.1	-	-
Pentachlorobenzenes	608-93-5	X	testing required	0.1	-	-
Hexachlorobenzene	118-74-1	X	testing required	0.1	-	-
Chlorinated toluenes (as solvents/biocides, from dyes production, chemical intermediates, antifelting)						
Chlorotoluenes	Various	X	-	-	-	-
2-Chlorotoluene	95-49-8	X	testing required	0.1	testing required	0.2
3-Chlorotoluene	108-41-8	X	testing required	0.1	testing required	0.2
4-Chlorotoluene	106-43-4	X	testing required	0.1	testing required	0.2

X Use restricted

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
Dichlorotoluenes	Various	X	-	-	-	-
2,3-Dichlorotoluene	32768-54-0	X	testing required	0.1	testing required	0.2
2,4-Dichlorotoluene	95-73-8	X	testing required	0.1	testing required	0.2
2,5-Dichlorotoluene	19398-61-9	X	testing required	0.1	testing required	0.2
2,6-Dichlorotoluene	118-69-4	X	testing required	0.1	testing required	0.2
3,4-Dichlorotoluene	95-75-0	X	testing required	0.1	testing required	0.2
3,5-Dichlorotoluene	25186-47-4	X	testing required	0.1	testing required	0.2
alpha, alpha-Dichlorotoluene	98-87-3	X	-	-	-	-
Trichlorotoluene	Various	X	-	-	-	-
2,3,4-Trichlorotoluene	7359-72-0	X	testing required	0.1	testing required	0.2
2,3,6-Trichlorotoluene	2077-46-5	X	testing required	0.1	testing required	0.2
2,4,5-Trichlorotoluene	6639-30-1	X	testing required	0.1	testing required	0.2
2,4,6-Trichlorotoluene	23749-65-7	X	testing required	0.1	testing required	0.2
3,4,5-Trichlorotoluene	21472-86-6	X	testing required	0.1	testing required	0.2
alpha, alpha, alpha-Trichlorotoluene	98-07-7	X	-	0.1	-	0.2
alpha,2,4-Trichlorotoluene	94-99-5	X	-	0.1	-	0.2
alpha,2,6-Trichlorotouene	2014-83-7	X	-	0.1	-	0.2
alpha,3,4-Trichlorotoluene	102-47-6	X	-	0.1	-	0.2
Tetrachlorotoluene	Various	X	-	-	-	-
alpha,alpha,2,6-Tetrachlorotoluene	81-19-6	X	-	0.1	-	0.2
alpha,alpha,alpha,2-Tetrachlorotoluene	2136-89-2	X	-	0.1	-	0.2
alpha,alpha,alpha,4-Tetrachlorotoluene	5216-25-1	X	-	0.1	-	0.2
2,3,4,5-Tetrachlorotoluene	76057-12-0	X	testing required	0.1	testing required	0.2
2,3,5,6-Tetrachlorotoluene	29733-70-8	X	testing required	0.1	testing required	0.2
2,3,4,6-Tetrachlorotoluene	875-40-1	X	testing required	0.1	testing required	0.2
2,3,4,5,6-Pentachlorotoluene	877-11-2	X	testing required	0.1	testing required	0.2
8. Chlorinated and other solvents						
Dichloromethane	75-09-2	X	testing required	1	-	-
Trichloromethane (Chloroform)	67-66-3	X	-	1	-	-
Tetrachloromethane (Carbontetrachloride)	56-23-5	X	-	1	-	-
Chlorinated ethanes and ethenes	Various	X	-	1	-	-
1,1-Dichloroethane	75-34-3	X	-	1	-	-

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
1,2-Dichloroethane	107-06-2	X	testing required	1	-	-
1,1,1-Trichloroethane	71-55-6	X	-	1	-	-
1,1,2-Trichloroethane	79-00-5	X	-	1	-	-
1,1,1,2-Tetrachloroethane	630-20-6	X	-	1	-	-
1,1,2,2-Tetrachloroethane	79-34-5	X	-	1	-	-
Pentachloroethane	76-01-7	X	-	1	-	-
1,1-Dichloroethylene	75-35-4	X	-	1	-	-
1,2-Dichloroethylene, cis and trans	540-59-0 156-60-5 156-59-2	X X X	-	1	-	-
Trichloroethylene	79-01-6	X	testing required	1	-	-
Tetrachloroethylene	127-18-4	X	testing required	1	-	-
1,2,3-Trichloropropane	96-18-4	X	-	1	-	-
Hexachlorobutadiene	87-68-3	X	-	1	-	-
Other VOC's						
2-Butanone oxime	CAS 96-29-7	X	-	-	-	-
N-ethyl-2-pyrrolidone	2687-91-4	X	-	-	-	-
Methyl-ethyl ketone	78-93-3	X	-	10	-	-
Ethylbenzene	100-41-4	X	-	1	-	-
Xylene	1330-20-7	X	testing required	1	-	-
o-Xylene	95-47-6	X	-	1	-	-
m-Xylene	108-38-3	X	-	1	-	-
p-Xylene	106-42-3	X	-	1	-	-
Cyclohexanone	108-94-1	X	-	10	-	-
2-Ethoxyethyl acetate	111-15-9	X	testing required	10	-	-
Acetophenone	98-86-2	X	-	10	-	-
2-Phenyl-2-propanol	617-94-7	X	-	10	-	-
Bis(2-methoxyethyl) ether	111-96-6	X	testing required	1	-	-
Styrene	100-42-5	X	-	1	-	-
Benzene	71-43-2	X	testing required	1	-	-
Toluene	108-88-3	X	testing required	1	-	-
2-pyrrolidone	CAS 616-45-5	X	-	-	-	-
1-Methyl-2-pyrrolidone (NMP)	872-50-4	X	-	10	-	-
N,N-Dimethylacetamide (DMAc)	127-19-5	X	-	10	-	-
N,N-Dimethylformamide (DMF)	68-12-2	X	testing required	10	-	-

X Use restricted

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
2-Ethoxyethanol	110-80-5	X	testing required	50	-	-
Ethylene glycol dimethyl ether (EGDME)	110-71-4	X	testing required	50	-	-
2-Methoxyethanol	109-86-4	X	testing required	50	-	-
2-Methoxyethylacetate	110-49-6	X	testing required	50	-	-
2-Methoxypropylacetate	70657-70-4	X	testing required	50	-	-
Triethylene glycol dimethyl ether (TEGDME, triglyme)	112-49-2	X	testing required	50	-	-
Phenol	108-95-2	X	Please see limit values in table 5.1	-	-	
Formamide	75-12-7	X	-	-	-	-
Other aromatic hydrocarbons	Various	X	-	-	-	-
9. Chlorophenols						
Pentachlorophenol (PCP)	87-86-5	X	testing required	0.5	-	-
Tetrachlorophenol (TeCP)	25167-83-3	X	-	-	-	-
2,3,4,5-Tetrachlorphenol	4901-51-3	X	testing required	0.5	-	-
2,3,4,6-Tetrachlorphenol	58-90-2	X	testing required	0.5	-	-
2,3,5,6-Tetrachlorphenol	935-95-5	X	testing required	0.5	-	-
Trichlorophenol (TrCP)	25167-82-2	X	-	-	-	-
2,3,4-Trichlorphenol	15950-66-0	X	testing required	0.5	-	-
2,3,5-Trichlorphenol	933-78-8	X	testing required	0.5	-	-
2,3,6-Trichlorphenol	933-75-5	X	testing required	0.5	-	-
2,4,5-Trichlorphenol	95-95-4	X	testing required	0.5	-	-
2,4,6-Trichlorphenol	88-06-2	X	testing required	0.5	-	-
3,4,5-Trichlorphenol	609-19-8	X	testing required	0.5	-	-
Dichlorophenols (DiCP)	25167-81-1	X	-	-	-	-
2,3-Dichlorophenol	576-24-9	X	testing required	0.5	-	-
2,4-Dichlorophenol	120-83-2	X	testing required	0.5	-	-
2,5-Dichlorophenol	583-78-8	X	testing required	0.5	-	-
2,6-Dichlorophenol	87-65-0	X	testing required	0.5	-	-

X Use restricted

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
3,4-Dichlorophenol	95-77-2	X	testing required	0.5	-	-
3,5-Dichlorophenol	591-35-5	X	testing required	0.5	-	-
Monochlorophenols	Various	X	-	-	-	-
2-Chlorophenol	95-57-8	X	testing required	0.5	-	-
3-Chlorophenol	108-43-0	X	testing required	0.5	-	-
4-Chlorophenol	106-48-9	X	testing required	0.5	-	-
Salts and Esters from the above mentioned Chlorophenols	Various	X	-	-	-	-
10. Chlorinated paraffins						
Short-chain chlorinated paraffins (SCCP), C10-13	85535-84-8	X	testing required	5	-	-
Medium-chain chlorinated paraffines (MCCP), C14-17	85535-85-9	X	testing required	5	-	-
11. Heavy metals and their compounds						
Antimony (Sb)	7440-36-0 et al.	X	100	1	testing required	2
Arsenic (As)	7440-38-2 et al.	X	50	1	testing required	2
Lead (Pb)	7439-92-1 et al.	X	100	1	testing required	2
Cadmium (Cd)	7440-43-9 et al.	X	100	0.1	testing required	2
Chromium (Cr)	7440-47-3 et al.	(X)[1]	200	1	testing required	2
Cr(VI)	18540-29-9 et al.	X	50	1	testing required	2
Cobalt (Co)	7440-48-4 et al.	(X)[1]	50	1	testing required	2
Copper (Cu)	7440-50-8 et al.	(X)[1]	1000	1	testing required	2
Nickel (Ni)	7440-02-0 et al.	(X)[1]	200	1	testing required	2
Mercury (Hg)	7439-97-6 et al.	X	10	0.05	testing required	0.2
Zinc (Zn)	7440-66-6 et al.	(X)[1]	5000	5	testing required	2
Manganese (Mn)	7439-96-5 et al.	(X)[1]	-	1	-	2
Silver (Ag)	7440-22-4 et al.	X	100	1	testing required	2
12. Polycyclic aromatic hydrocarbons (PAH's)						
Acenaphthene	83-32-9	X	testing required	1	testing required	0.2

(X)[1] Use accepted under certain conditions (e.g. current technical limitations, no substitute available). Use need to be controlled and monitored (e.g. by wastewater testing)

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
Acenaphthylene	208-96-8	X	testing required	1	testing required	0.2
Anthracene	120-12-7	X	testing required	1	testing required	0.2
Benza[a]anthracene	56-55-3	X	testing required	1	testing required	0.2
Benza[a]pyrene	50-32-8	X	testing required	1	testing required	0.2
Benzo[b]fluoranthene	205-99-2	X	testing required	1	testing required	0.2
Benzo[e]pyrene	192-97-2	X	testing required	1	testing required	0.2
Benzo[ghi]perylene	191-24-2	X	testing required	1	testing required	0.2
Benzo[j]fluoranthene	205-82-3	X	testing required	1	testing required	0.2
Benzo[k]fluoranthene	207-08-9	X	testing required	1	testing required	0.2
Chrysene	218-01-9	X	testing required	1	testing required	0.2
Cyclopenta[c,d]pyrene	27208-37-3	X	-	-	-	-
Dibenzo[a,h]anthracene	53-70-3	X	testing required	1	testing required	0.2
Dibenzo[a,e]pyrene	192-65-4	X	-	-	-	-
Dibenzo[a,h]pyrene	189-64-0	X	-	-	-	-
Dibenzo[a,i]pyrene	189-55-9	X	-	-	-	-
Dibenzo[a,l]pyrene	191-30-0	X	-	-	-	-
Fluoranthene	206-44-0	X	testing required	1	testing required	0.2
Fluorene	86-73-7	X	testing required	1	testing required	0.2
Indeno[1,2,3-cd]pyrene	193-39-5	X	testing required	1	testing required	0.2
1-Methylpyrene	2381-21-7	X	-	-	-	-
Naphthalene	91-20-3	X	testing required	1	testing required	0.2
Phenanthrene	85-01-8	X	testing required	1	testing required	0.2
Pyrene	129-00-0	X	testing required	1	testing required	0.2
13. Surfactants, wetting agents (other than APEO's)						
Diethylenetriaminepenta (methylenephosphonic acid) sodium salt	22042-96-2	X	-	-	-	-
1-Hydroxyethane-1,1-diphosphonic acid disodium salt	7414-83-7	X	-	-	-	-
1-Hydroxyethane-1,1- diphosphonic acid potassium salt	67953-76-8	X	-	-	-	-
DHTDMAC (di hydrogenated tallow)dimethylammoniumchlorid)	61789-80-8	X	-	-	-	-

X Use restricted

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
DSDMAC (distearyldimethylammoniumchlorid)	107-64-2	X	-	-	-	-
DTDMAC (bis(hydrogenated tallow alkyl) dimethylammoniumchlorid)	68783-78-8	X	-	-	-	-
EDTA	Various	X	-	-	-	-
DTPA	Various	X	-	-	-	-
Tetrapropylenbenzolsulfonat (TPS) , sodium salt	11067-82-6	X	-	-	-	-
with > 0.5 % phosphorus	Various	X	-	-	-	-
containing phosphates	Various	X	-	-	-	-
14. Other substances						
Aminoethylethanolamine (AEEA)	111-41-1	X	testing required	500	-	-
Aminoethylethanolamine (AEEA) Derivatives	Various	X	-	-	-	-
Asbestos	Various	X	-	-	-	-
Asbestos (Fb)	1332-21-4	X	-	-	-	-
Bisphenol A (P)	80-05-7	X	testing required	10	-	-
Bisphenol AF	1478-61-1	X	-	-	-	-
Bisphenol B (P)	77-40-7	X	-	-	-	-
Bisphenol S	80-09-1	X	-	-	-	-
Carbon disulfide	75-15-0	X	-	-	-	-
C,C'-azodiformamide (ADCA; Diazene-1,2-dicarboxamide)	123-77-3	X	-	-	-	-
o-Cresol	95-48-7	X	testing required	1	-	-
m-Cresol	108-39-4	X	testing required	1	-	-
p-Cresol	106-44-5	X	testing required	1	-	-
Dioxins and furanes	Various	X	-	-	-	-
Dimethylfumarate (DMFu)	624-49-7	X	-	-	-	-
6,6'-di-tert-butyl-2,2'-methylenedi-p-cresol	119-47-1	X	-	-	-	-
D4; Octamethylcyclotetrasiloxane	556-67-2	X	-	-	-	-
D5; Decamethylcyclopentasiloxane	541-02-6	X	-	-	-	-
D6; Dodecamethylcyclohexasiloxane	540-97-6	X	-	-	-	-
N-(Hydroxymethyl)acrylamide	924-42-5	X	-	-	-	-
2-Mercaptobenzothiazole (2-MBT)	149-30-4	X	-	-	-	-
N-Methylaniline	100-61-8	X	-	-	-	-
Monomethyldibromodiphenylmethane	99688-47-8	X	-	-	-	-
Monomethyldichlorodiphenylmethane (Ugilec 121)	81161-70-8	X	-	-	-	-
Monomethyltetrachlorodiphenylmethane	76253-60-6	X	-	-	-	-
Halogenated Naphthalenes	Various	X	-	-	-	-
5-t-butyl-2,4,6-trinitro-m-xylol (Musk Xylol) (perfuming)	81-15-2	X	-	-	-	-

X Use restricted

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
Permethrin	Various 52645-53-1	(X)[2]	testing required	500	-	-
o-Phenylphenol (OPP)	90-43-7	(X)[3]	testing required	100	-	-
Pesticided / Fumigants for storing and transport conservation (see OEKO-TEX STANDARD 100)	Various	X	-	-	-	-
Phthalimide	85-41-6	X	-	-	-	-
Potassium cyanide [7]	151-50-8	X	Please see limit values in table 5.1	testing required	-	-
Quinoline	91-22-5	X	testing required	50	-	-
Quintozene	82-68-8	X	-	-	-	-
Rubber, natural Latex, sulphur cured SBR Accelerators releasing carcinogenic nitrosamines, such as	Various	X	-	-	-	-
Zinc diethyldithiocarbamate (ZDEC)	14324-55-1	X	-	-	-	-
Silica (particles of respirable size)	14464-46-1	X	-	-	-	-
Sodium cyanide [7]	143-33-9	X	Please see limit values in table 5.1	testing required	-	
Sodium sulfide	1313-82-2	(X)[3]	Please see limit values in table 5.1	-	-	
Sodium sulfide, hydrat	27610-45-3	X	Please see limit values in table 5.1	-	-	
Sodium sulfide, nonahydrat	1313-84-4	X	Please see limit values in table 5.1	-	-	
Sodium sulfide, pentahydrat	1313-83-3	X	Please see limit values in table 5.1	-	-	
Halogenated terphenyles	Various	X	-	-	-	-
Thiourea	62-56-6	X	testing required	50	-	-
Trialkyltin-, Triaryltin-, arsenic- or arsenic compounds as protective agents for production water	Various	X	-	-	-	-
Trichlorophenoxy fatty acid and derivatives	Various	X	-	-	-	-
Triclosan	3380-34-5	X	testing required	100	-	-
2-(2,4,5-Trichlorphenoxy)propionic acid salts	Various	X	-	-	-	-
2-(2,4,5-Trichlorphenoxy)propionic acid (Fenoprop)	93-72-1	X	-	-	-	-
2,4,5-Trichlorophenoxyacetic acid (2,4,5-T)	93-76-5	X	-	-	-	-
2,4,5-Trichlorophenoxyacetic acid salts	Various	X	-	-	-	-
2,4,5-Trimethylaniline hydrochloride	21436-97-5	X	testing required	0.1	-	-

(X)[2] Use restriced, except for PPE production. Use need to be controlled and monitored (e.g. by wastewater testing).
(X)[3] Use accepted as process preservative in leather industry, unless otherwise regulated by law.
[7] sludge testing: determined as total cyanide

STeP

Substance	CAS No.	MRSL	Wastewater		Sludge	
			Limit Values [µg/l]	Reporting Limit [µg/l]	Limit Values [mg/kg]	Reporting Limit [mg/kg]
Tris(2-methoxyethoxy)vinylsilane	1067-53-4	-	-	-	-	-
Titanium dioxide (particles of respirable size) [8]	1317-70-0 1317-80-2 13463-67-7	X	-	-	-	-
2,4-Diaminoanisole sulphate	39156-41-7	X	testing required	0.1	-	-
2-Naphthaylammonium acetate	553-00-4	X	testing required	0.1	-	-
4-Chlor-o-toluidinium chloride (Azoic Diazo Component 11)	3165-93-3	X	testing required	0.1	-	-
2-Benzotriazol-2-yl-4,6-di-tert-butylphenol (UV-320)	3846-71-7	X	testing required	100	-	-
2,4-Di-tert-butyl-6-(5-chlorobenzotriazol-2-yl)phenol (UV-327)	3864-99-1	X	testing required	100	-	-
2-(2H-Benzotriazol-2-yl)-4,6-ditertpentylphenol (UV-328)	25973-55-1	X	testing required	100	-	-
2-(2H-Benzotriazol-2-yl)-4-(tert-butyl)-6-(sec-butyl)phenol (UV-350)	36437-37-3	X	testing required	100	-	-
4-Phenylcyclohexene	4994-16-5	X	-	-	-	-
4-Vinylcyclohexene	100-40-3	X	-	-	-	-
Glutaraldehyde	111-30-8	(X)[5]	-	-	-	-
15. Climate relevant gases (Ozone layer depleting substances and fluorinated greenhouse gases)						
Complete halogenated chlorofluorohydrocarbons (CFC's)	Various	(X)[4]	-	-	-	-
Complete halogenated chlorofluorohydrocarbons containing bromines	Various	(X)[4]	-	-	-	-
Partly halogenated chlorofluorohydrocarbons (HCFC's)	Various	(X)[4]	-	-	-	-
Partly halogenated chlorofluorohydrocarbons containing bromines	Various	(X)[4]	-	-	-	-
Hydrofluorocarbons (HFC's)	Various	(X)[4]	-	-	-	-

The assignment of a substance to a chemical group mentioned above does not mean that the substance is used exclusively for this purpose. Use for other purposes is also not authorised.

將物質分配在上述化學品組中並不意味著該物質專門用於此目的。用於其他目的同樣未得到授權。

Chemicals listed in this MRSL that cannot be eliminated from the processes due to current technical limitations may be used as long as no substitute product is available and every effort is made to minimise the exposure of workers, release into the environment and residues in the produced and treated articles. Restricted chemicals that are used due to technical limitations or which have specific technical properties are allowed for use if a valid ECO PASSPORT certificate is provided or the chemical is listed as an accepted active chemical

對於因現有技術限制而無法從製程中完全去除之 MRSL 所列化學品，在無替代產品可用的情況下，可允許使用，但須盡一切努力降低員工暴露、環境排放及產品殘留。若受限化學品因技術必要性或特定性能而需使用，且具有效 ECO PASSPORT 證書，或被列為已接受之有效化學產品(ACP)(見 OEKO-TEX® 官方網站)，則可允許使用。在此情況下，必須進行廢水及 (如適用) 污泥測試，並確保符合相關法規要求。

8 Particles of respirable size are prevalent if >= 1% w/w of particles within the powder have a size of < 10 µm

X Use restricted

(X)[5] it is accepted as an in-can preservation, as well as for wet white tanning in leather facilities.

(X)[4] For reference see regulations (EC) 517/2014 and 1005/2009 and STeP Standard chapter 4.2.6.

product (ACP) (see OEKO-TEX® website). In this case testing of wastewater and sludge (if applicable) is mandatory and legal requirements need to be met.

4 Annex 附錄

Prohibited and hazardous production processes 禁止和危險的生產工序

4.1 Prohibited processes 禁止的生產工序

Some procedures for the production and finishing of textiles and leather are associated with a high risk to the environment or to health and safety of the workers. The following procedures are not permitted:

某些紡織品與皮革之生產及後整理程序，涉及對環境或員工健康與安全之高度風險。以下程序嚴禁使用：

- Sandblasting for the treatment of jeans or other textile goods. Procedures that operate in a closed system are an exception, provided that the concentration of respirable crystalline silicon dioxide at the workplace does not exeed a minimum limit of 0.025 mg/m3 (time weighted average).
- 對牛仔褲或其他紡織品進行噴砂處理。在封閉系統中操作的程序除外，前提是工作場所中可吸入結晶二氧化矽的濃度不超過最低限量值 0.025 mg/m3（時間加權平均值）。
- Use of heavy petrol in printing systems.
- 在印花系統中不允許使用重油。
- Chlorine bleaching agents such as sodium hypochlorite shall not be used.
- 不得使用次氯酸鈉等氯漂白劑。
- Use of dichromate as an oxidizer to improve colour fastness, except for very dark shades in wool.
- 除羊毛中極深的色調以外，不允許使用重鉻酸鹽作為氧化劑來改善色牢度。
- Use of chlorinated organic solvents or fluorine-chlorinated, organic solvents / liquids in open systems.
- 於開放式系統中使用含氯有機溶劑或含氟氯有機溶劑 / 液體。
- Printing with thickener systems based on hazardous aromatic hydrocarbons.
- 使用基於有害芳烴的增稠劑體系進行印花。
- Use of chlorofluorocarbons (CFCs) or dichloromethane as a foamer in foam production.
- 在泡棉生產中使用氯氟烴(CFC)或二氯甲烷作為發泡劑。
- Use of halogenated substances as such or in mixtures in antifelting finishes (wool processes).
- 將鹵化物質本身或其混合物用於抗熔劑飾面（羊毛工藝）。

4.2 Non-recommended hazardous processes 不推薦的有害工藝

Textile and leather production facilities may use hazardous chemicals during pretreatment, dyeing, finishing, and other processes that may have negative effects. Therefore it is recommended to avoid certain products / procedures or to reduce the use of such products / procedures:

紡織和皮革生產設施可能在預處理、染色、整理和其他可能產生負面影響的工藝中使用危險化學品。 因此，建議避免使用某些產品/程序或減少此類產品/程序的使用：

- Potentially hazardous surfactants should be replaced by biodegradable / eliminable surfactants and complex formers in pretreatment and dyeing processes. Surfactants and complex formers that are not biodegradable and eliminable should be avoided.
- 於前處理及染色工序中，應以可生物降解 / 可去除之界面活性劑及螯合劑取代具潛在危害性之界面活性劑。對於不可生物降解或不可去除之界面活性劑及螯合劑，應予避免使用。
- The use of high action potential antifoam agents (e.g. PBT Persistent Bioaccumulating & Toxic) in wastewater should be avoided or reduced by avoiding material rotation, recycling, or the selection of biodegradable / eliminable products.
- 應避免或減少在廢水處理中使用具高活性潛能之消泡劑（例如具持久性、生物累積性及毒性之物質〔PBT〕），可透過避免物料循環使用、回收，或選用可生物降解 / 可去除之產品以達此目的。

STeP

- Cross linking reagents with a high proportion of formaldehyde for the anticrease finish of cotton such as dimethylol urea or dimethylol ethylene urea should be avoided.
- If the use of PFCs is unavoidable, for example in the production of oil-repellent workwear, the residual liquids of the treatment and subsequent rinsing baths should be collected. The residues shall be disposed of professionally by a licensed company.
- Any exposure to carbon disulphide, hydrogen sulphide, ammonium gas and zinc sulphate should be avoided or reduced as much as possible, e.g. through the implementation of closed-loop or reprocessing systems.
- The use of potassium permanganate, especially as a chemical for water treatment, surface treatment and as a laboratory chemical, should be avoided or reduced as much as possible.
- Natural sizing agents, cellulose derivatives or the use of biodegradable agents should be prefered. Synthetic sizing agents should be recycled if technically possible at a highest percentage rate.

- 應避免使用含高比例甲醛之交聯劑(如二甲基醯脲或二甲基醯乙烯脲) 作為棉織物防皺整理之用途。
- 如果無法避免使用 PFC(例如在防油工作服的生產中), 則應收集處理和後續沖洗浴的殘留液體。這些殘留物應由具備執照的公司進行專業處置。
- 應盡可能避免或減少任何二硫化碳 , 硫化氫 , 氨氣和硫酸鋅的接觸 , 例如 : 通過實施閉環或後處理系統。
- 應盡量避免或最大程度減少使用高錳酸鉀 , 尤其是用作水處理、表面處理的化學品以及用作實驗室化學品。
- 應優先使用天然上漿劑、纖維素衍生物或可生物降解劑。如果技術上可行 , 應盡可能以高比例回收合成上漿劑。

5 Annex 附錄

Limit values for wastewater effluents and air emissions 廢水排放和空氣排放物的限量值

5.1 Limit values for effluents - Direct discharge 污水處理後直接排放的限量值

Parameter / 參數			Minimum / 最低	Advanced / 高級	Excellent / 優良
pH-value / 酸鹼值/ pH 值			6.0 - 9.0	6.5 - 8.5	7.0 - 8.0
Max. effluent temperature / 最高出水溫度 [1]		°C	Δ15 / max. 35	Δ10 or 30	Δ5 or 25
Colour / spectral absorption coefficient at .... / 顏色 / 在.....處的光譜吸收係數	436 nm	m-1	7	5	2
	525 nm	m-1	5	3	1
	620 nm	m-1	3	2	1
Chemical oxygen demand COD (as O2) / 化學需氧量 COD(以 O_2 表示)		mg/l	150	80	40
Biochemical oxygen demand BOD5 (as O2) / 生化需氧量 BOD5（O2）		mg/l	30	15	5
Adsorbable organic halogens AOX (as Cl) / 可吸附性有機鹵化物 AOX（以氯表示）		mg/l	1.00	0.50	0.1
Ammonia as NH4-N / 氨氮（以 NH4-N 的量表示）		mg/l	10	1	0.5
Total-N / 總氮		mg/l	20	10	5
Phosphor total as P / 總磷（以 P 表示）		mg/l	3	0.5	0.1
Total suspended solids / 總懸浮固體量		mg/l	50	25	10
Oil and Grease / 油脂		mg/l	10	2	0.5
Phenol-Index / 苯酚指數 [2]		mg/l	0.5	0.01	0.001
E.coli / 大腸桿菌		CFU/100ml	126	126	126
Persistent foam / 持久性泡沫		mg/l	not visible	not visible	not visible
Cyanide / 氰化物		mg/l	0.2	0.1	0.05
Sulphides (as S2) / 硫化物（以 S2 表示）		mg/l	0.5	0.25	0.1
Sulfite / 亞硫酸鹽		mg/l	2	1	0.2

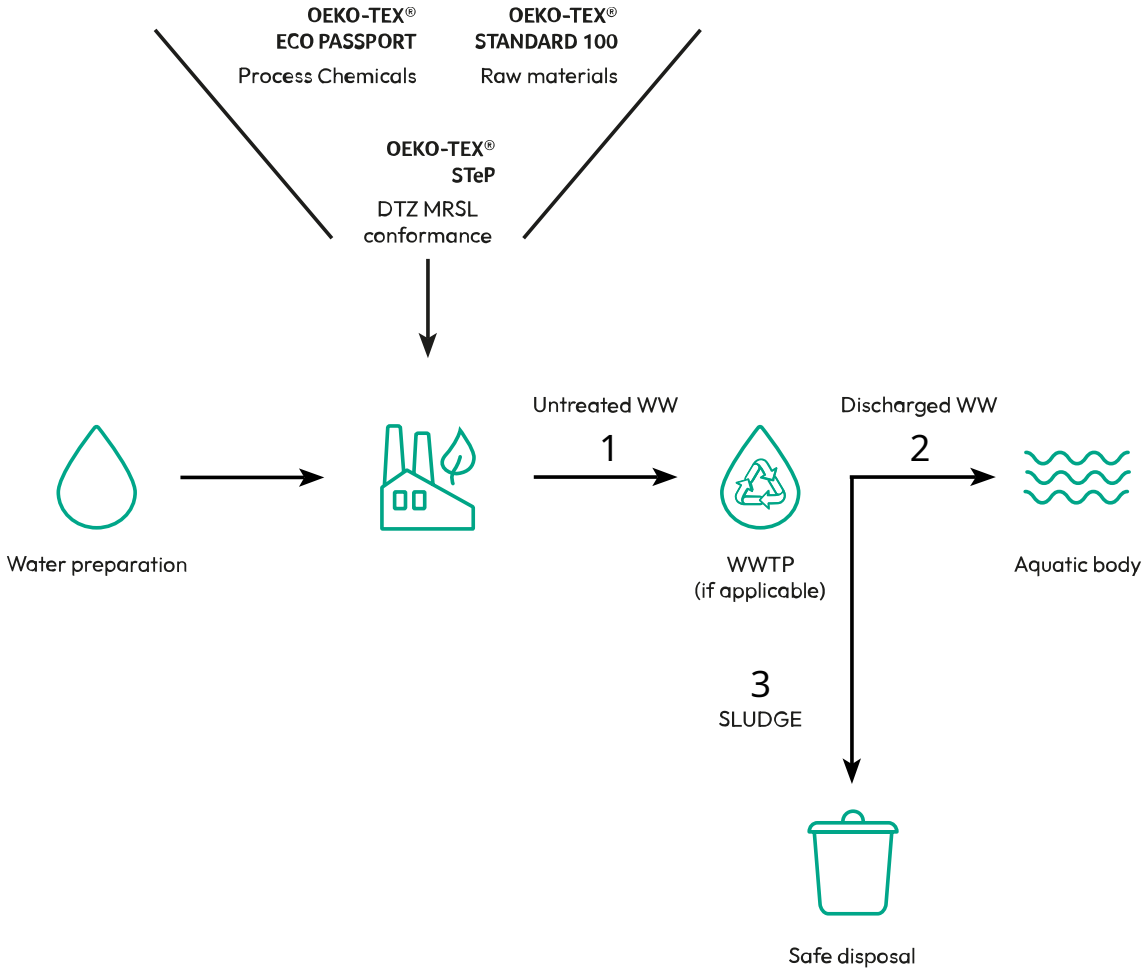
1 Either the maximum temperature shall not be exceeded or (in case of high temperatures in the facilities surroundings) the difference between the effluent temperature and the receiving water body must not exceed the difference indicated. In this case, the temperature of the receiving water body is to be tested upstream of the point of discharge. / 不得超過最高溫度，或者（如果設施周圍環境溫度很高）不得超過流出溫度與接收水體之間的指定溫差。在這種情況下，應在排放點上游測量接收水體的溫度。

2 Limits do not apply to leather producers with wet processes. / 限值不適用於濕處理過程的皮革生產商。

Sampling and testing of wastewater effluents towards required parameters shall be done at least annually by an independent authorised laboratory / testing body.

應至少每年由獨立的授權實驗室/檢測機構就必需參數對廢水出水進行取樣和檢測。

5.1.1 Wastewater Sampling Points - Direct Discharge 廢水採樣點：直接排放



- Untreated ww: untreated wastewater, after production
- Discharged ww: wastewater released from facility leaving facility boundaries (to aquatic body)
- Sludge: solid or semi-solid material separated during the wastewater treatment
- WWTP: Wastewater treatment plant (same as ETP: Effluent treatment plant)

- 未處理廢水：生產後未經處理的廢水
- 排放廢水：設施排放的廢水離開設施地界（進入水體）
- 污泥：廢水處理過程中分離出的固態或半固態物質
- WWTP：廢水處理廠（同 ETP：污水處理廠）

The raw wastewater sampling is important for measuring the MRSL parameters due to direct analysis of the potential harmful pollution of aquatic body.

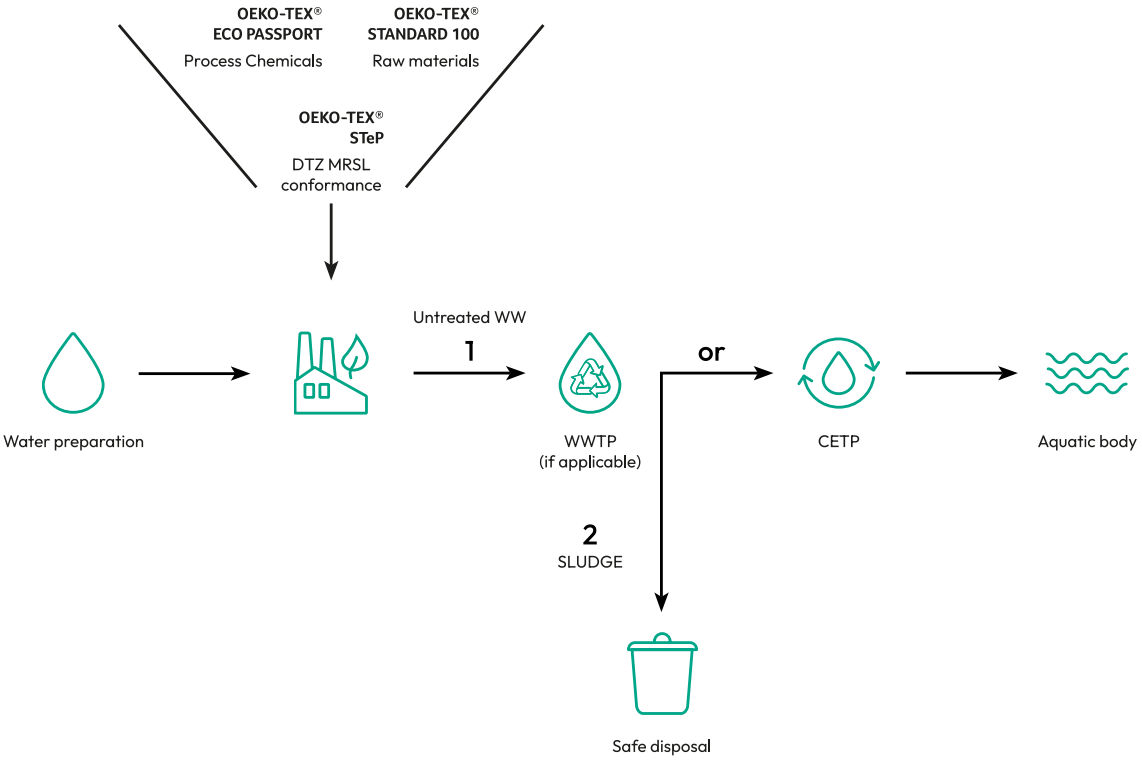
原廢水採樣可以直接分析水體潛在的有害污染，對於測量 MRSL 參數具有重要意義。

The samples shall be tested separately (as indicated in the table below) and NOT BLENDED together.

樣品須分別進行測試（如下表所示），不得混合。

Discharge Types / 排放類型	Sampling Points / 採樣點	Requirements / 要求	Where to find requirements / 從何處查找要求
Direct Discharge / 直接排放	1. Untreated Wastewater / 1.未處理廢水	MRSL parameters / MRSL 參數	Annex 3 / 附錄 3
	2. Discharged treated wastewater / 2.處理后的廢水排放	Conventional parameters / 常規參數	ANNEX 5: table 5.1 / 附錄 5：表 5.1
	3. Sludge / 3.污泥	MRSL Parameter (sludge relevant) / MRSL 參數（污泥相關）	ANNEX 3 / 附錄 3

5.1.2 Wastewater Sampling Points - Indirect Discharge 廢水採樣點——間接排放



- Untreated ww: untreated wastewater, after production
- Sludge: solid or semi-solid material separated during the wastewater treatment
- WWTP: Wastewater partly or fully treatment plant
- CETP: Central effluent treatment plant or public sewage treatment plant

- 未處理廢水：生產後未經處理的廢水
- 污泥：廢水處理過程中分離出的固態或半固態物質
- WWTP：廢水處理廠，部分或全部廢水處理廠
- CETP：中央污水處理廠或公共污水處理廠

The untreated wastewater sampling is important for measuring the MRSL parameters due to direct analysis of the potential harmful pollution. If a facility has its own WWTP, the untreated wastewater shall be tested for MRSL parameters.

未經處理的廢水採樣可以直接分析潛在的有害污染，對於測量 MRSL 參數具有重要意義。 如果設施擁有內部 WWTP，則必須對未處理廢水進行 MRSL 參數測試。

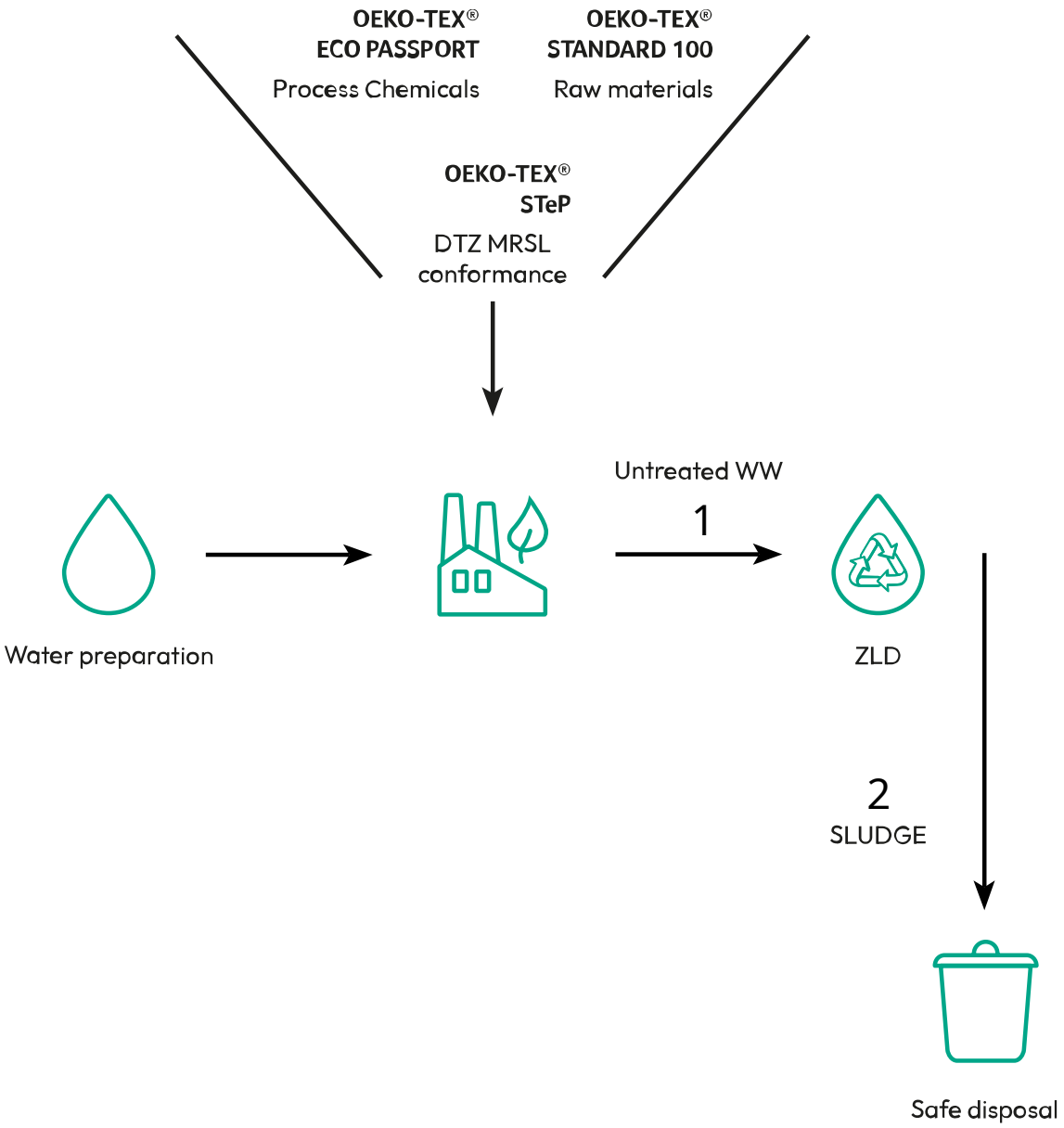
If a facility has no WWTP or wastewater is only partly treated and is going to CETP, then untreated wastewater is to be considered as indirect discharged wastewater.

若設施未設置廢水處理廠（WWTP）或僅部分處理後即排入集中廢水處理系統（CETP），則該未經完全處理之廢水應視為間接排放廢水。

Discharge Types / 排放類型	Sampling Points / 採樣點	Requirements / 要求	Where to find requirements / 從何處查找要求
Indirect Discharge with own WWTP / 間接排放（有內部 WWTP）	1. Untreated Wastewater / 1.未處理廢水	MRSL parameters / MRSL 參數 [1]	ANNEX 3 / 附錄 3
	2. Sludge / 2.污泥	MRSL Parameter (sludge relevant) / MRSL 參數（污泥相關）	ANNEX 3 / 附錄 3
Indirect Discharge without own WWTP / 間接排放（沒有內部 WWTP）	1. Untreated Wastewater / 1.未處理廢水 [1]	MRSL parameters / MRSL 參數 [1]	ANNEX 3 / 附錄 3

[1] Excluding heavy metals Antimony (Sb), Chromium (Cr), Cobalt (Co), Nickel (Ni), Zinc (Zn), Manganese (Mn) and Silver (Ag) / 不含重金屬：銻（Sb）、鉻（Cr）、鈷（Co）、鎳（Ni）、鋅（Zn）、錳（Mn）、銀（Ag）

5.1.3 Wastewater Sampling Points - Zero Liquid Discharge 廢水採樣點——零液體排放



Discharge Types / 排放類型	Sampling Points / 採樣點	Requirements / 要求	Where to find requirements / 從何處查找要求
ZLD Treatment Plan / ZLD 處理方案	1. Untreated Wastewater / 1.未處理廢水	MRSL parameters / MRSL 參數 [1]	ANNEX 3 / 附錄 3
	2. Sludge / 2.污泥	MRSL parameters (sludge relevant) / MRSL 參數（污泥相關）	ANNEX 3 / 附錄 3

[1] Excluding heavy metals / 不含重金屬

5.2 CO (Carbon Monoxide) CO（一氧化碳）

Parameter / 參數 [1]		Minimum / 最低	Advanced / 高級	Excellent / 優良
Carbon Monoxide (CO): For plants with a thermal value between 0.3 MW and 2 MW / 一氧化碳(CO)：適用於熱值介於 0.3 MW 和 2 MW 之間的電廠				
Solid fuel / 固體燃料	mg/Nm³	1000	650	200
Liquid fuel / 液體燃料	mg/Nm³	700	300	150
Gaseous fuel / 氣體燃料	mg/Nm³	500	250	100
Carbon Monoxide (CO): For plants with a thermal value > 2 MW / 一氧化碳（CO）：熱值超過 2 兆瓦的電廠				
Solid fuel / 固體燃料	mg/Nm³	800	450	150
Liquid fuel / 液體燃料	mg/Nm³	500	300	150
Gaseous fuel / 氣體燃料	mg/Nm³	500	250	100
Carbon Monoxide (CO): For gas / diesel generators > 0.3 MW / 一氧化碳(CO)：適用於 0.3 MW 以上的燃氣/柴油發電機				
Gaseous fuel / 氣體燃料	mg/Nm³	500	250	150
Diesel fuel / 柴油	mg/Nm³	500	250	150

[1] Please note: limits do not apply to generators, firing plants and boilers only used for emergency situations (operating hours <500 hours/year). / 限量值不適用於只在緊急情況下使用的發電機（每年運行時間>500 小時）。

The limit values and grading given in the upper table refer to a volumetric oxygen content of 6% for solid fuels, 3% for liquid and gaseous fuels and 15% for diesel generators (liquid and gaseous fuels). Emission limit values in the form of concentrations are expressed in mg/Nm3 and relate to conducted emissions in the conditions: temperature 273,15 K, pressure 101,3 kPa, dry gas. The air quantities supplied to a part of the installation to dilute or cool the waste gas cannot keep into account when determining the emission values.

上表所列之限值及分級係以下列體積含氧量為基準：固體燃料為 6%、液體及氣體燃料為 3%、柴油發電機（液體及氣體燃料）為 15%。以濃度表示之排放限值單位為 mg/Nm³，並係指在下列條件下之導出排放：溫度 273.15 K、壓力 101.3 kPa、乾氣狀態。為稀釋或冷卻廢氣而供入裝置部分之空氣量，不得納入排放值之計算。

5.3 SO2 (Sulphur dioxide) SO2（二氧化硫）

Parameter / 參數 [1]		Minimum / 最低	Advanced / 高級	Excellent / 優良
SO2: For plants with a thermal value between 0.3 MW and 2 MW / SO2：適用於熱值介於 0.3 MW 和 2 MW 之間的電廠				
Solid fuel / 固體燃料	mg/Nm³	750	500	300
Liquid fuel / 液體燃料	mg/Nm³	650	400	200
Gaseous fuel / 氣體燃料	mg/Nm³	100	70	30
SO2: For plants with a thermal value between 2 MW and 50 MW / 二氧化硫（SO_2）：適用於熱功率介乎 2 MW 至 50 MW 之設施。				
Solid fuel / 固體燃料	mg/Nm³	750	500	300
Liquid fuel / 液體燃料	mg/Nm³	650	400	200
Gaseous fuel / 氣體燃料	mg/Nm³	100	70	30
SO2: For plants with a thermal value > 50 MW / SO2:熱值超過 50 兆瓦的電廠				
All fuel / 所有燃料	mg/Nm³	650	400	200
SO2: For gas / diesel generators > 0.3 MW / SO2：適用於 0.3 MW 以上的燃氣/柴油發電機				
Gaseous fuel / 氣體燃料	mg/Nm³	200	100	30
Diesel fuel / 柴油	mg/Nm³	900	400	60

[1] Please note: limits do not apply to generators, firing plants and boilers only used for emergency situations (operating hours <500 hours/year). / 請註意：限值不適用於在緊急情況下（工作時間小於 500 小時/年）使用的發電機、火力發電廠和鍋爐。

The limit values and grading given in the upper table refer to a volumetric oxygen content of 6% for solid fuels, 3% for liquid and gaseous fuels and 15% for diesel generators (liquid and gaseous fuels). Emission limit values in the form of concentrations are expressed in mg/Nm3 and relate to conducted emissions in the conditions: temperature 273,15 K, pressure 101,3 kPa, dry gas. The air quantities supplied to a part of the installation to dilute or cool the waste gas cannot keep into account when determining the emission values.

上表所示之限值與等級係針對以下體積氧含量設定：固體燃料為 6%、液體及氣體燃料為 3%、柴油發電機（液體及氣體燃料）為 15%。以濃度表示之排放限值單位為 mg/Nm³，並以乾氣條件下之導出排放量為準（溫度 273.15 K、壓力 101.3 kPa）。為稀釋或冷卻廢氣而輸入之空氣量不得計入排放值之計算。

5.4 NOx NOx（氮氧化物）

Parameter / 參數 [1]		Minimum / 最低	Advanced / 高級	Excellent / 優良
NOx: For plants with a thermal value between 0.3 MW and 2 MW / NOx：適用於熱值介於 0.3 MW 和 2 MW 之間的電廠				
Solid fuel / 固體燃料	mg/Nm³	650	300	150
Liquid fuel / 液體燃料	mg/Nm³	650	300	150
Gaseous fuel / 氣體燃料	mg/Nm³	300	250	100
NOx: For plants with a thermal value >2 MW / NOx（氮氧化物）: 熱值超過 2 兆瓦的電廠				
Solid fuel / 固體燃料	mg/Nm³	650	300	150
Liquid fuel / 液體燃料	mg/Nm³	650	300	150
Gaseous fuel / 氣體燃料	mg/Nm³	300	250	100
NOx: For gas / diesel generators > 0.3 MW / NOx：適用於 0.3 MW 以上的燃氣/柴油發電機				
Gaseous fuel / 氣體燃料	mg/Nm³	500	300	100
Diesel fuel / 柴油	mg/Nm³	1000	500	200

[1] Please note: limits do not apply to generators, firing plants and boilers only used for emergency situations (operating hours <500 hours/year). / 請注意：以下限值不適用於僅用於緊急情況之發電機、燃燒裝置及鍋爐（年運行時數少於 500 小時）。

The limit values and grading given in the upper table refer to a volumetric oxygen content of 6% for solid fuels and 3% for liquid and gaseous fuels and 15% for diesel generators (liquid and gaseous fuels). Emission limit values in the form of concentrations are expressed in mg/Nm3 and relate to conducted emissions in the conditions: temperature 273,15 K, pressure 101,3 kPa, dry gas. The air quantities supplied to a part of the installation to dilute or cool the waste gas cannot keep into account when determining the emission values.

上表給出的限量值和等級是指固體燃料的體積氧含量為 6%、液體和氣體燃料的體積氧含量為 3%、柴油發電機（液體和氣體燃料）和燃氣渦輪機的體積氧含量為 15 %的情況。 濃度形式的排放限值以 mg/Nm3 為單位表示，並且與換算為以下條件下的排放濃度相關：溫度 273.15 K，壓力 101.3kPa，乾基氣體。 在決定排放值時，不能將提供給裝置的一部分以稀釋或冷卻廢氣的空氣量來考慮。

5.5 Dust / Particulate Matter (PM) 粉塵/微粒物質

Parameter / 參數 [1]		Minimum / 最低	Advanced / 高級	Excellent / 優良
Dust: For all firings between 0.3 MW and 10 MW / 粉塵：適用於介於 0.3 MW 和 10 MW 之間的所有燒製設備				
Solid fuel / 固體燃料	mg/Nm³	200	100	50
Liquid fuel / 液體燃料	mg/Nm³	200	100	50
Gaseous fuel / 氣體燃料 [2]	mg/Nm³	50	20	5
Dust: For firings >10 MW / 粉塵：適用於>10 MW 的燒製設備				
Solid fuel / 固體燃料	mg/Nm³	150	100	50
Liquid fuel / 液體燃料	mg/Nm³	150	100	50
Gaseous fuel / 氣體燃料 [2]	mg/Nm³	50	20	5
Dust: For gas / diesel generators > 0.3 MW / 粉塵：適用於 0.3 MW 以上的燃氣/柴油發電機				
Gaseous fuel / 氣體燃料 [2]	mg/Nm³	150	100	50
Diesel fuel / 柴油	mg/Nm³	150	100	50

1 Please note: limits do not apply to generators, firing plants and boilers only used for emergency situations (operating hours <500 hours/year). / 限量值不適用於只在緊急情況下使用的發電機（每年運行時間>500 小時）。

2 Limits do not apply to natural gas, but for other types of gas, such as biogas, refinery gas. / 限量值不適用於天然氣，但適用於其他類型的氣體（例如沼氣、煉廠氣）。

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6 Requirements for facilities producing Viscose (CV) and Modal (CMD)
面向生產粘膠（CV）和莫代爾（CMD）的設施的要求

Viscose (CV) and Modal (CMD)

黏膠纖維（CV）與莫代爾纖維（CMD）

6.1 Limit values effluents - Direct discharge
廢水限量值 - 直接排放

Parameter / 參數			Minimum / 最低	Advanced / 高級	Excellent / 優良
pH-value / 酸鹼值/ pH 值		6.0 - 9.0			
Max. effluent temperature / 最高出水溫度		°C	Δ15 / max. 35	Δ10 or 30	Δ5 or 25
Colour / spectral absorption coefficient at .... / 顏色 / 在.....處的光譜吸收係數	436 nm	m-1	7	5	2
	525 nm	m-1	5	3	1
	620 nm	m-1	3	2	1
Chemical oxygen demand COD (as O2) / 化學需氧量 COD(以 O_2 表示)		mg/l	150	80	60
Biochemical oxygen demand BOD5 (as O2) / 生化需氧量 BOD5（O2）		mg/l	30	15	5
Adsorbable organic halogens AOX (as Cl) / 可吸附性有機鹵化物 AOX（以氯表示）		mg/l	1.00	0.50	0.1
Ammonia as NH4-N / 氨氮（以 NH4-N 的量表示）		mg/l	10	1	0.5
Total-N / 總氮		mg/l	20	10	5
Phosphor total as P / 總磷（以 P 表示）		mg/l	3	0.5	0.1
Total suspended solids / 總懸浮固體量		mg/l	50	25	10
Oil and Grease / 油脂		mg/l	10	2	0.5
Phenol-Index / 苯酚指數 [1]		mg/l	0.5	0.01	0.001
Sulphides (as S2) / 硫化物（以 S2 表示）		mg/l	0.5	0.25	0.1
Hydrocarbons / 烴（碳氫化合物）		mg/l	5	3	1
Carbon disulfide (CS2) / 二硫化碳（CS2）		mg/l	0.5	0.25	0.1

[1] Either the maximum temperature shall not be exceeded or (in case of high temperatures in the facilities surroundings) the difference between the effluent temperature and the receiving water body must not exceed the difference indicated. In this case, the temperature of the receiving water body is to be tested upstream of the point of discharge. / 不得超過最高溫度，或者（如果設施周圍環境溫度很高）不得超過流出溫度與接收水體之間的指定溫差。在這種情況下，應在排放點上游測量接收水體的溫度。

6.2 Limit values for air emissions
廢氣排放限量值

Parameter / 參數		Minimum / 最低	Advanced / 高級	Excellent / 優良
Carbon disulfide (CS2) / 二硫化碳（CS2）	mg/Nm³	150	75	15
Hydrogen sulphide (H2S) / 硫化氫（H2S）	mg/Nm³	50	25	5

6.3 BAT (Best available techniques)
最佳可用技巧）

BAT for Viscose and Modal producers can be the following:

粘膠和莫代爾生產商的最佳可用技巧如下：

- to condense the exhaust air from spinning streets to recover CS2 and recycle it back into the process
- 冷凝紡紗街道的廢氣，以回收 CS2 並在生產過程中迴圈利用它
- to recover CS2 from exhaust air streams through adsorption on activated carbon
- 利用活性炭從廢氣中吸附回收 CS2
- to apply air stripping for removal of CS2 from the wastewater. Depending on the concentration of H2S in the exhaust air, different technologies are available for the adsorptive recovery of CS2
- 採用氣提法去除廢水中的 CS2。 根據廢氣中 H2S 的濃度，可採用不同的技術吸附回收 CS2
- to apply exhaust air desulphurisation processes based on catalytic oxidation with H2SO4 production. Depending on the mass flows and con-
- 採用以催化氧化並生成硫酸（H_2SO_4）為基礎之廢氣脫硫工藝。根據氣體質量流量與濃度不同，可選用多種氧化含硫廢氣之工藝方案。

centrations, there are a number of different processes available to oxidise exhaust gases containing sulphur

- to recover sulphate from spinning baths. BAT is to remove sulphate as Na2SO4 from the wastewater. (The by-product is economically valuable and sold)
- to reduce Zn from the wastewater by alkaline precipitation followed by sulphide precipitation
- to use anaerobic sulphate reduction techniques for sensitive waterbodies
- to use fluidised bed incinerators to burn non-hazardous wastes and recover the heat for the production of steam or energy

- 從紡絲浴中回收硫酸鹽。 最佳可用技巧是從廢水中去除硫酸鹽 Na2SO4。 （副產品具有經濟價值並可出售）
- 先後採用鹼沉澱和硫化物沉澱法還原廢水中的鋅
- 對於敏感水體，採用厭氧硫酸鹽還原技術。
- 採用流化床焚化爐處理非危險性廢棄物，並回收熱能以產生蒸汽或能源。

6.4 Health and Safety measures regarding storage, transportation and handling of carbon disulfide (CS2)

針對二硫化碳（CS2）的儲存、運輸和處理採取的健康和安全措施

Measures to prevent contact of workers with Carbon disulfide (CS2) and its emissions shall be considered at all times. The facility shall therefore provide full body antistatic protective overall/suit, respiratory masks with self-priming filter type, safety goggles, face shield, eye protection in combination with breathing protection, protective gloves, as well as access for designated people only and special training for operators incl. safe operation instruction, emergency plan and regular emergency drill.

應隨時採取措施以防止員工接觸二硫化碳（CS_2）及其排放物。因此，生產設施須提供全身防靜電防護服／連身衣、自吸式濾毒面罩、安全護目鏡、面罩、具呼吸防護之眼部防護裝備、防護手套，並限制僅指定人員可進入相關區域。同時，操作人員須接受專門培訓，包括安全操作指引、緊急應變計畫及定期之應變演練

The facility shall take measures regarding storage of Carbon disulfide (CS2) considering sealed tanks, explosion proof installations (e.g. lights and ventilation), separately in fireproof area inside or outside, separately from other chemicals (especially oxidizing agents, alkaline and amines), cool and shady place, area without drainage into ground, area without access to wastewater tank, storage tank equipped with liquid level meter, thermometer and gas alarm detector device, emergency response equipment/materials and measures in case of leakage, proper equipment in case of fire near storage area, warning signs (safety and fire around storage area with safe distance and lightning protection facilities and anti-static equipment.

生產設施須針對二硫化碳（CS_2）之儲存採取安全措施，包括使用密封槽體、防爆設施（如照明與通風）、於防火區內或外分開儲存，並與其他化學品（特別是氧化劑、鹼類及胺類）隔離。儲存區應位於陰涼處，避免排水入地或接入廢水槽。儲槽須配備液位計、溫度計與氣體警報偵測器，並設有洩漏應變設備與材料、防火設施、警示標誌、防雷與防靜電裝置，確保儲存區保持安全距離。

The transport of Carbon disulfide (CS2) shall also be considered by earthing equipment and that operators don't carry phone or other metal objects to avoid any possible ignition, as well as appropriate fire equipment and spill response materials.

對於二硫化碳（CS2）的運輸，也應考慮接地設備，並且操作人員不得攜帶手機或其他金屬物品以避免出現任何可能的引燃，並配備適當的消防設備和洩漏應對材料。

7 Annex

附錄

Other Reference Values

其他參考值

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7.1 Reference values for dust emissions at workplaces 工作場所粉塵排放的參考值

parameter / 參數		Occupational Exposure Limits - 8 hours TWA (time weighted average) / 最低	Dust concentration / 粉塵濃度
Inert dust / 惰性粉塵	mg/Nm³	3	10
Coal dust (free SiO2<10%) / 煤塵（游離 SiO2<10%）	mg/Nm³	3	10
Dyestuff / 染料	mg/Nm³	3	3
Cotton dust / 棉塵	mg/Nm³	3	10
Polypropylene dust / 聚丙烯粉塵	mg/Nm³	3	10
Silk & other fibre dust / 絲綢及其他纖維粉塵	mg/Nm³	8	n.a.
Polyvinyl chloride (PVC) dust / 聚氯乙烯（PVC）粉塵	mg/Nm³	3	10
Suspended Particulate Matter (SPM) / 懸浮顆粒物(SPM)	mg/Nm³	10	10

7.2 Reference values for Lux (lx) at workplaces (German Workplace Directive ASR A3.4) 工作場所 Lux（LX）參考值（德國工作場所指令 ASR A3.4）

Spinning	**紡絲**	**lx**
Opening bales	打開棉包	200
Carding, combing, flyer, singeing etc.	粗梳，精梳，粗紗，燒毛等	300
Spinning, winding, twisting, etc.	紡紗，捲繞，撚線等	500
Weaving / Knitting / embroidery etc.	**機織/針織/刺繡等**	**lx**
Sizing	上漿	200
Doubling etc.	拼線等	300
Warping, weaving, knitting, stitching etc.	整經、織造、針織、縫製等。	500
controlling (fabrics, colour etc.)	控制（面料，顏色等）	1000
Dyeing, printing, finishing etc.	**染色，印花，後處理等**	**lx**
Singeing, washing, dyeing, finishing, ironing etc.	燒毛、洗滌、染色、後整理、熨燙等。	300
Printing, cleaning etc.	印花，清洗等	750
controlling (fabrics, colour etc.)	控制（面料，顏色等）	1000
Making up etc.	**縫製等**	**lx**
Ironing, packing, etc.v	熨燙，包裝等	300
Cutting, sewing etc.	裁剪，縫紉等	500
Controlling	控制	1000

Leather production and processing	**皮革生產和加工**	**lx**
Work on vats, drums and pits	利用缸、桶和池	200
Scudding, splitting, buffing, drumming and staking of the hides	脫脂、分層、磨革、滾桶及軟化處理	300
Saddlery work, shoe production, stitching, sewing, polishing, pressing/embossing, trimming, cutting, leather dyeing (automatic)	馬具製作、製鞋、縫合、縫製、拋光、壓燙 / 壓花、修邊、裁切、皮革自動染色。	500
Grading, sorting	評級、排序	500
Quality control	質量控制	1000
Shoemaking (handwork), glove manufacturing	製鞋（手工）、手套製造	500
Warehouse	**倉庫**	**lx**
Storage	儲存	100
Dispatch	發貨	300
Office	**辦公室**	**lx**
Office space	辦公區	500
Open plan office	開放式辦公室	750
Industrial laundry	**工業洗衣房**	**lx**
Sorting	分類	300
Washing	水洗	300
Ironing	熨燙	300
Controlling	控制	1000

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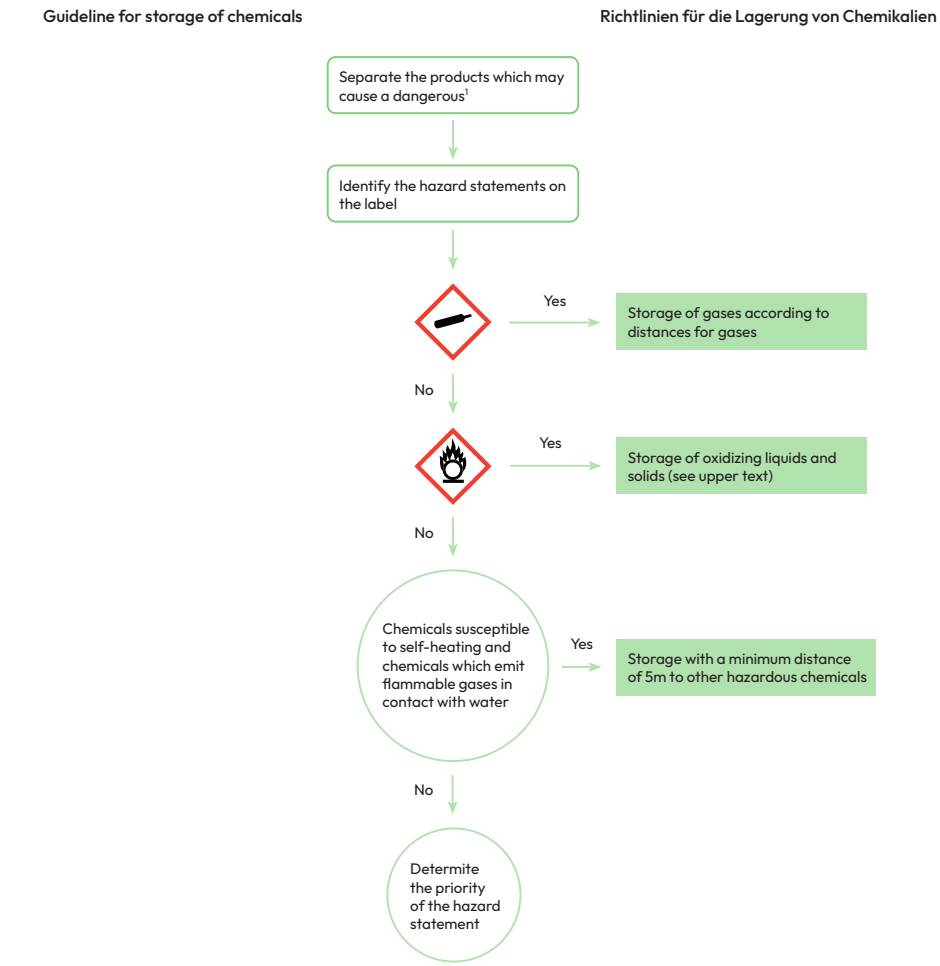
7.3 Guideline for storage of chemicals 化學品存儲守則



[1] Typical examples are:
- Acids and hypochlorite (formation of chlorine gas)
- Peroxides and strong bases
- strong acids and strong bases (heat development causing a dangerous situation)

[1] Typische Beispiele:
- Säuren und Hypochlorit (Bildung von Chlorgas)
- Peroxide und starke Laugen
- starke Säuren und starke Laugen (die Wärmeentwicklung führt zu einer Gefahrensituation)

[1] Typical examples are:
- Acids and hypochlorite (formation of chlorine gas)
- Peroxides and strong bases
- strong acids and strong bases (heat development causing a dangerous situation)

典型案例有：
- 各種酸和次氯酸鹽（形成氯氣）
- 過氧化物及強鹼
- 強酸和強鹼（加熱易發生危險）

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Required distances between chemicals according to their GHS classification

根據化學品的 GHS 分類，化學品之間需要保持的距離

Determite the distances according to the priority of the hazard statement

Legen Sie die Entfernungen gemäß der Priorität des Gefahrenhinweises fest

	GHS02	GHS06	GHS05	GHS08	GHS07	GHS09
GHS02		3m	1m	3m	1m	1m
GHS06	3m		1m	0m	0m	0m
GHS05	1m	1m		1m	1m	1m
GHS08	3m	0m	1m		0m	0m
GHS07	1m	0m	1m	0m		0m
GHS09	1m	0m	1m	0m	0m	

Further distances to be considered storing hazardous liquids and solids [1, 2]

儲存危險液體和固體應考慮更遠的距離 [1, 2]

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Other distances for storage of dangerous liquids and solids[1,2]

Andere Entfernungen für die Lagerung von gefährlichen Flüssigkeiten und Feststoffen[1,2]

	GHS06	GHS09	GHS05	GHS07	GHS01	GHS03	GHS02	GHS08
Tank liquid inert gases (Nitrogen, Argon,...)	1m	1m	1m	1m	1m	1m	5m / 3m	1m
Tank liquid oxygen	5m / 3m	3m	3m	3m	7,5m / 5m	1m / 0m	5m	5m / 3m
Storage > 3000 l hydrogen (battery)	5m	3m	2m / 1m	1m	7,5m / 5m	7,5m / 5m	5m	5m
Boundary	5m / 3m	3m / 2m	2m	1m	7,5m / 5m	7,5m / 2m	5m	5m / 3m

1 If no distinction is made between liquids and solids, only one distance is specified in the table. If there is a difference between liquids and solids, two distances are specified in the table. The figures are separated (distance for liquids/distance for solids). / 如果液體和固體沒有標註區分，表格中僅註明一種距離。如液體和固體有區分，兩者之間的存儲間距表中有詳細說明，具體數值分開顯示（液體距離或固體距離）。

2 For dangerous chemicals with more than one hazard statement, the most relevant distance needs to be considered. / 對於不止一種危險性的危險化學品，應考慮最相關的存儲距離。

8 Annex 附錄

Referenced Third-Party RSL's (Restricted Substance List) 參考的第三方 **RSL**（受限物質清單）

Many organizations and brands have put together their own Restricted Substance Lists (RSLs), which are based on their own assessments of chemicals or which are intended to ensure compliance with markets where the textile products are ultimately sold. Many of these lists are broadly consistent and can also serve as a source of information for identifying potentially critical chemicals.

許多組織和品牌商已將他們自己的受限物質清單(RSL)組合到一起 ,這些清單基於他們自己對化學品的評估或旨在確保符合紡織品最終銷售市場的要求。其中許多清單大體上一致，也可以用作識別潛在的關鍵化學品的信息來源。

The OEKO-TEX® Service Ltd. published the first Restricted Substance List in 1992 before legal requirements were introduced regarding the chemical content of textiles for the protection of consumers from negative health effects caused by textiles. The RSL is updated at least once a year, is published in the "OEKO-TEX® STANDARD 100" document and can be found on the OEKO-TEX® website.

OEKO-TEX® Service Ltd. 早於 1992 年即發布首份受限物質清單（RSL），在當時尚未有關於紡織品化學成分之法規出台之前，便已針對保護消費者免受紡織品潛在健康影響而制定。該清單每年至少更新一次，刊載於《OEKO-TEX® STANDARD 100》文件中，並可於 OEKO-TEX® 官方網站查閱。

Referenced Third-Party RSL's, e.g.:

參考的第三方 RSL（受限物質清單）

- American Apparel and Footwear Association (AAFA)
- AFIRM (Apparel & Footwear International RSL Management Group)
- Adidas
- Bestseller
- C&A
- Deckers
- ESPRIT
- H&M
- LEVI STRAUSS & CO.
- Marks & Spencer
- New Balance
- Pentland
- Puma
- VF

9 Annex 附錄

Accepted Third-Party certification systems 認可的第三方認證體系

9.1 Chemical Management 化學品管理

OEKO-TEX® STeP recognises the certification OEKO-TEX® ECO PASSPORT for chemicals.

OEKO-TEX® STeP 認可 OEKO-TEX® ECO PASSPORT 化學品認證。

9.2 Environmental Performance 環境績效

At this point no third-party environmental performance assessments are accepted by OEKO-TEX® STeP.

目前，OEKO-TEX® STeP 不接受第三方環境績效評估。

9.3 Environmental Management 環境管理

9.3.1 ISO 14000 Series of Standards ISO 14000 系列標準

The ISO 14000 series includes most notably the ISO 14001 standard (Environmental management systems – Requirements with guidance for use), which represents the core set of standards used by organisations for designing and implementing an effective environmental management system. ISO 14001 is recognised by OEKO-TEX® STeP to fulfil the environmental management system criteria.

ISO 14000 系列包括最著名的 ISO 14001 標準（環境管理體系-使用指導要求），它是組織設計和實施有效的環境管理體系所使用的核心標準。 ISO 14001 受到 OEKO-TEX® STeP 的認可，被視為滿足環境管理體系標準。

Other standards included in this series are: 該系列的其他標準包括：

ISO 14004	Environmental management systems – General guidelines on implementation	環境管理體系－實施總則
ISO 14015	Environmental assessment of sites and organizations	現場和組織環境評估
ISO 14020	Series (14020 to 14025) Environmental labels and declarations	系列（14020-14025）環境標籤和聲明
ISO 14031	Environmental performance evaluation – Guidelines	環境績效評估-指導原則
ISO 14040	Principles and framework for life cycle assessment (LCA)	生命週期評估(LCA)的原則和框架
ISO 14050	Environmental management – Vocabulary	環境管理－術語
ISO 14062	Integrating environmental aspects into product design and development	將環境因素整合到產品設計和開發中
ISO 14063	Environmental communication – Guidelines and examples	環境通信——指南和示例
ISO 14064	Measuring, quantifying, and reducing Greenhouse Gas emissions	測量、量化並減少溫室氣體排放
ISO 19011	Audit protocol for both, 14000 and 9000 series standards together	14000 和 9000 系列標準的審核方案

9.3.2 EMAS EMAS

The Eco-Management and Audit Scheme (EMAS) is a voluntary environmental management instru-

生態管理和審核計劃(EMAS)是一種自願性環境管理工具，由歐洲委員會於 1993 年制定。它使組織能夠

ment which was developed by the European Commission in 1993. It enables organisations to assess, manage and continuously improve their environmental performance. The scheme is globally applicable and open to all types of private and public organisations. In order to register with EMAS, organisations have to meet the requirements of the EU EMAS-Regulation.

評估、管理並持續提升其環境績效。該計劃在全球範圍內適用，並向所有類型的私人和公共組織開放。若要在 EMAS 註冊 組織必須滿足歐盟 EMAS 法規的要求。

Organisations applying for ISO 14001 have to take a few steps to become registered under EMAS.

申請 ISO 14001 認證的組織必須通過一些步驟註冊 EMAS。

9.4 Social Responsibility

社會責任

9.4.1 amfori (BSCI)

amfori (BSCI)

Amfori is a global business association for open and sustainable trade. The association contains organisations of all sizes and all sectors. Their mission is to enhance human prosperity, use natural resources responsibly and drive open trade globally and ultimate contribute to the fulfilment of the UN Sustainable Development Goals (SDGs).

Amfori 是開放和可持續貿易領域的一個全球商業協會。該協會包含各種規模和各種行業部門的組織。他們的使命是促進人類繁榮、負責任地利用自然資源並推動全球開放貿易，最終為實現聯合國可持續發展目標(SDG)做貢獻。

Since 2003, amfori BSCI has enabled companies to trade with purpose by improving social performance in their supply chain by use of 11 core principles. The amfori BSCI platform provides a space for all social-related supply chain information.

自 2003 年以來，amfori BSCI 使公司能夠利用 11 項核心原則來提升其在供應鏈中的社會績效，並以此來開展貿易。 amfori BSCI 平台為所有與社會相關的供應鏈信息提供了空間。

9.4.2 FWF – Fair Wear Foundation

FWF -公平服裝基金會

The Fair Wear Foundation (FWF) is a multi-stakeholder initiative working to improve workplace conditions in the garment and textile industry. Governed by labour unions, NGOs and business associations, FWF verifies that its member companies implement the FWF Code of Labour Practices in their supply chains.

公平服裝基金會（Fair Wear Foundation，FWF）為一多方持份者倡議組織，致力改善成衣與紡織產業之工作環境。該基金會由工會、非政府組織及商業協會共同管理，並負責驗證其會員企業是否於供應鏈中落實《FWF 勞動實踐守則》。

9.4.3 SA8000 – Social Accountability International (SAI)

SA8000 -社會責任標準（SAI）

SA8000 is an auditable certification standard that encourages organisations to develop, maintain and apply socially acceptable practices in the workplace. SA8000 streamlines the complexities of navigating industry and corporate codes to create a common language and standard for measuring social compliance. It can be applied worldwide to any company in any industry, which makes it an extremely useful tool for measuring, comparing, and verifying social accountability in the workplace.

SA8000 是可審核的認證標準，鼓勵組織發展、維持和應用社會所接受的工作場所實踐。SA8000 簡化了導航行業和企業代碼的複雜程式，創建了衡量社會責任的共同語言和標準。可應用於全球各個行業的任何公司，這使它成為測量、比較和驗證工作場所社會責任的實用工具。

9.4.4 SETEX (SMETA)

SETEX (SMETA)

SMETA (Sedex Members Ethical Trade Audit) is an auditing procedure developed by the Sedex organization (Supplier Ethical Data Exchange) to monitor compliance with labor rights, health and safety standards, environmental standards and business ethics.

SMETA （Sedex 會員道德貿易審核）是由 Sedex 組織（供應商道德資料交換）開發的審核程序，用於監控勞工權利、健康與安全標準、環境標準和商業道德的遵守情況。

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9.4.5 WRAP – Worldwide Responsible Accredited Production

WRAP -國際社會責任認證

WRAP is an independent, objective, non-profit team of global social compliance experts dedicated to promoting safe, lawful, humane and ethical manufacturing around the world through certification and education. The WRAP Principles are based on generally accepted international workplace standards, local laws and workplace regulations which encompass human resources management, health and safety, environmental practices and legal compliance including import/export, customs compliance and security standards.

WRAP(Worldwide Responsible Accredited Production，全球責任認可生產）是一個獨立、公正且非營利的國際社會責任專家組織，致力透過認證與教育推動全球範圍內之安全、合法、人道及合乎道德的製造行業。WRAP 原則以普遍認可的國際勞工標準、當地法律及工作場所法規為基礎，涵蓋人力資源管理、健康與安全、環境實務及法規遵循，包括進出口、海關合規及安全標準。

9.5 Quality Management System

品質管制體系

9.5.1 ISO 9000 Standard

ISO 9000 標準

The ISO 9000 family addresses various aspects of quality management and contains some of the best known ISO standards. The standards provide guidance and tools for companies and organisations who want to ensure that their products and services consistently meet customer requirements and that quality is consistently improved.

ISO 9000 系列標準涉及質量管理的各個方面，並包含一些最著名的 ISO 標準。這些標準為希望確保其產品和服務始終滿足客戶要求並不斷提高質量的公司和組織提供指導和工具。

ISO 9001 sets out the requirements of a quality management system and is the only standard in the family that can be used for certification (although this is not a requirement). It can be used by any organisation, large or small, regardless of its field of activity. The standard is based on a number of quality management principles including a strong customer focus, the motivation and implication of top management, the process approach and continual improvement.

ISO 9001 規範品質管理系統之要求 ,並為該系列中唯一可用於認證之標準（惟並非強制要求）。無論組織規模大小或業務範疇，皆可採用此標準。其內容基於多項品質管理原則，包括高度重視顧客導向、高層管理的積極參與與推動、流程導向以及持續改進。

ISO 9001 is recognised by OEKO-TEX® STeP to fulfill the quality management system criteria.

ISO 9001 受到 OEKO-TEX® STeP 的認可，被視為滿足品質管理體系標準。

Other standards included in this series are:

本系列包含的其他標準包括：

ISO 9000	Quality management systems — Fundamentals and vocabulary	質量管理體系 — 基礎和術語
ISO 9004	Quality management systems — Sustained success of an organization	質量管理體系 — 組織的持續成功
ISO 19011	Guidelines for auditing management systems	管理系統審核指南

9.5.2 IATF 16949

IATF 16949

IATF 16949:2016 was published by the IATF and supersedes and replaces the ISO/TS 16949. It is a widely used international standard for automotive sector quality management. It aims at the development of a quality management system that provides continual improvement, emphasising defect prevention and reduction of variation and waste in the supply chain. It is based on ISO 9001 and

IATF 16949:2016 由 IATF 國際汽車工作組發佈 ,替代 ISO/TS 16949，是在汽車質量管理領域廣泛使用的國際標準。目的是發展質量管理體系，提供持續改進、缺陷防範、減少汽車零部件供應鏈中容易產生的質量波動和浪費。基於 ISO 9001 ,統一了各國的質量管理體系要求。

harmonises country-specific regulations of quality management systems.

9.6 Health & Safety 健康和安全

9.6.1 ANSI Z10-2012

The ANSI Z10-2012 standard, available from the American Society of Safety Engineers, provides management system requirements and guidelines for improving EHS.

The standard was developed by the ANSI Accredited Standards Committee Z10, including over 40 members from industry, labour, government and special groups.

The standard defines minimum requirements for an occupational safety and health management system and applies to organisations of all sizes and types.

ANSI Z10-2012

ANSI Z10-2012 標準由美國安全工程師學會（American Society of Safety Engineers）發布，規範並指導環境、健康與安全（EHS）管理系統之要求與改進方針。

該標準由 ANSI 認可的標準委員會 Z10 制定，該委員會包括來自工業、勞工、政府和特殊團體的 40 多名成員。

該標準規定了職業安全與健康管理體系的最低要求，並且適用於各種規模和類型的組織。

9.6.2 CSA Z1000

CAN/CSA Z1000-2006 is the Canadian national consensus standard emphasising the Occupational Heath and Safety Management System processes. With a strong emphasis on worker participation and other key characteristics, Z1000 provides organisations with a tool to help enhance existing OHSMS programmes or establish new ones.

Based on the Plan-Do-Check-Act management system model, Z1000 can be incorporated into companies with an already existing ISO 45001, ISO 9001 or ISO 14001 system.

CSA Z1000

CAN/CSA Z1000-2006 是加拿大國家標準，重點強調了職業健康與安全管理體系流程。 Z1000 重點強調員工參與及其他關鍵特性，為組織提供了一種有助於改進現有 OHSMS 計劃或建立新計劃的工具。

基於“策劃-實施-檢查-改進”管理體系模式，可將 Z1000 納入已有 ISO 45001、ISO 9001 或 ISO 14001 體系的公司。

9.6.3 ISO 45001

The International standard for certification is ISO 45001 (Occupational health and safety management systems — Requirements with guidance for use).

ISO 45001 is set to replace OHSAS 18001.

It specifies requirements for an OH&S management system to help organisations develop and implement a policy and objectives which take into account legal requirements and information about OH&S risks. It applies to all types and sizes of organisations and accommodates diverse geographical, cultural and social conditions.

ISO 45001

國際認證標準是 ISO 45001（職業健康與安全管理體系 — 要求以及使用指導）。

ISO 45001 將取代 OHSAS 18001。

ISO 45001 規定了 OH&S 管理體系的要求，幫助組織制定和實施包含有關 OH&S 風險的法律規定和信息的政策和目標。它適用於各種類型和規模的組織及不同的地域、文化和社會條件。

9.6.4 OHSAS 18001

OHSAS 18001 is a British Standard for occupational health and safety management systems. It is widely seen as one of the world's most recognized occupational health and safety management system standards. OHSAS 18001 will be replaced by ISO 45001, published March 2018.

OHSAS 18001

OHSAS 18001 是英國職業健康與安全管理體系標準。它被普遍認為是全球最廣為人知的職業健康與安全管理體系標準之一。 OHSAS 18001 將被 2018 年 3 月發佈的 ISO 45001 取代。

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9.6.5 VPP (OSHA)

The Voluntary Protection Programs (VPP) promote effective worksite-based safety and health. In the VPP, management, labour and OSHA establish co-operative relationships at workplaces that have implemented a comprehensive safety and health management system. Approval into VPP is the official OSHA recognition of the outstanding efforts of employers and employees who have achieved exemplary occupational safety and health.

VPP (OSHA)

自願保護計劃（VPP）旨在促進有效的工作場所安全和健康。根據 VPP，管理層、勞工與 OSHA 在工作場所建立合作關係，實施全面的安全與健康管理體系。加入 VPP 是 OSHA 對職業安全和健康模範雇主和雇員傑出努力的正式認可。

9.7 Ethical standards

倫理標準

9.7.1 Responsible Down Standard (RDS)

The Responsible Down Standard (RDS) allows companies to ensure that the downs in their products come from ethically treated geese.

負責任羽絨標準(RDS)

《負責任羽絨標準》（RDS）使企業能確保其產品中所使用之羽絨來源於經道德飼養之鵝隻。

10 Annex 附錄

Additional information references and tools 更多信息參考資料和工具

10.1 Chemical Management 化學品管理

10.1.1 OEKO-TEX® STANDARD 100 OEKO-TEX® STANDARD 100

The OEKO-TEX® STANDARD 100 is a worldwide consistent, independent testing and certification system for raw, semi-finished, and finished textile products at all processing levels, as well as accessory materials used. Examples of articles that can be certified are raw and dyed/finished yarns, woven and knitted fabrics, accessories, such as buttons, zip fasteners, sewing threads or labels as well as ready-made articles of various types (garments of all types, domestic and household textiles, bed linen, terry products and much more). On the basis of its comprehensive and strict catalogue of measure, the STANDARD 100 takes account of:

OEKO-TEX® STANDARD 100 是全球通行的、針對所有加工環節的紡織品原材料、半成品和成品以及所用輔料的獨立一致的檢測和認證系統。可獲得認證的製品的示例包括：原料和染色/成品紗線、編織品和針織品、輔料（如鈕扣、拉鍊、縫紉線或標籤）以及各種類型的製成品（各類服裝、家用紡織品、被單和枕套、毛巾產品等等）。STANDARD 100 基於全面嚴格的測量目錄，其考慮了：

- Important legal regulations, such as banned Azo colourants, pentachlorophenol, cadmium, lead (US-CPSIA), etc.
- 重要的法律條例，例如禁用偶氮染料、五氯苯酚、鎘、鉛(US-CPSIA)等
- Numerous harmful chemicals, even if they are not yet legally regulated
- 即使尚未受到法律監管的許多有害化學品
- Numerous also environmentally relevant substance classes
- 多種亦具環境相關性的物質類別
- Requirements of Annexes XVII and XIV of the European Chemicals Regulation REACH as well as of the ECHA SVHC Candidate List
- 歐洲化學品監管法規 REACH 的附錄 XVII 和 XIV 以及 ECHA 的 SVHC 候選清單的要求

Test criteria and limit values in many cases go far beyond applicable national and international standards.

我們的檢測標準和限量值通常比當地適用的國家和國際標準更為嚴格。

10.1.2 OEKO-TEX® LEATHER STANDARD OEKO-TEX® LEATHER STANDARD

The OEKO-TEX® LEATHER STANDARD is a globally standardized, independent testing and certification system for leather products and takes account of all processing stages, leather fiber materials, all kinds of leather accessories, and leather shoes.

OEKO-TEX® LEATHER STANDARD 是一套全球標準化的獨立皮革產品測試和認證系統，並考慮到所有加工階段、皮革纖維材料、所有種類的皮革輔料和皮鞋。

The standard distinguishes between four product classes: Infants and young children, skin contact, without skin contact, and accessory materials. The certification of skins and furs is subject to a special regulation within the LEATHER STANDARD. Leathers from exotic animal species are not certifiable

該標準分為四个產品類別：嬰幼兒產品、直接接觸皮膚類產品、非直接接觸皮膚類產品以及裝飾材料。皮革和皮毛的認證受皮革標準的特殊規定限制。不予認證來自珍稀動物物種的皮革。

10.1.3 OEKO-TEX® ECO PASSPORT OEKO-TEX® ECO PASSPORT

OEKO-TEX® ECO PASSPORT is a mechanism by which chemical manufacturers and suppliers demonstrate that their products can be used in sustainable textile and leather production. The ECO PASS-

OEKO-TEX® ECO PASSPORT 為一項機制，使化學品製造商及供應商可證明其產品適用於永續紡織與皮革生產。ECO PASSPORT 認證程序共分為四個階

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PORT certification process includes four stages of verification. The first two are mandatory to receive the ECO PASSPORT certificate. The last two can be carried out if the applicant chooses the option.

段，其中前兩個階段為取得證書之強制步驟，後兩個階段則可由申請人選擇性執行。

1: CAS Number Screening (mandatory)

2: Analytical Verification (mandatory)

3: Self-Assessment (mandatory)

4: On-Site Visit (optional)

1.CAS 编号篩查（强制）

2.分析驗證（强制）

3.自我評估（強制要求）

4.現場審核（可选）

10.1.4 Reference values for chemical assessment

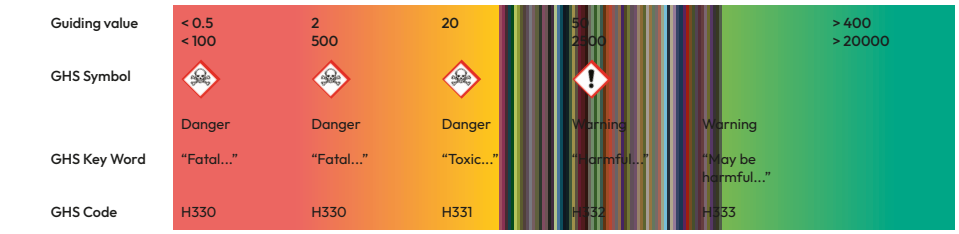
化學品評估的參考值

The following tables are a graphical representation of important endpoints from different sources with global relevance where hazards of a chemical are indicated by symbols, keywords or codes.

下表是具有全球相關性的不同來源的重要終點的圖形表示，其中化學品的危害由符號、關鍵詞或代碼來表示。

Accute Mammalian Toxicity, dermal
("... in contact with skin"), guiding values for LD_{50} in mg/kg

Accute Mammalian Toxicity, inhalation of gaseous or vaporized chemicals
("... if inhaled"), guiding values for LC_{50} in mg/L (upper scale) and ppmV (lower scale)



Accute Mammalian Toxicity, inhalation of chemicals as dust, mist, or fume
("... if inhaled"), guiding values for LC_{50} in mg/L

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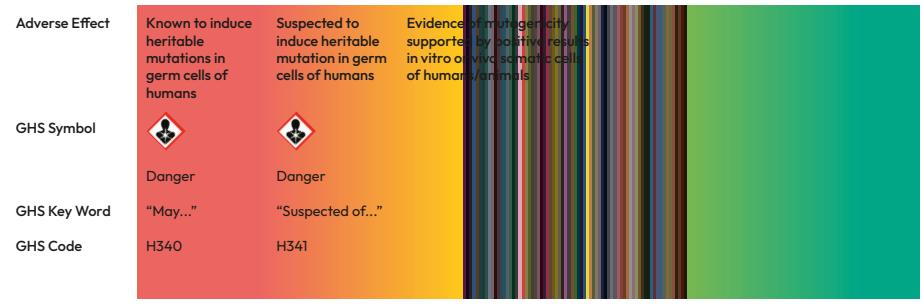
Carciogenicity
("... cause (causing) cancer")

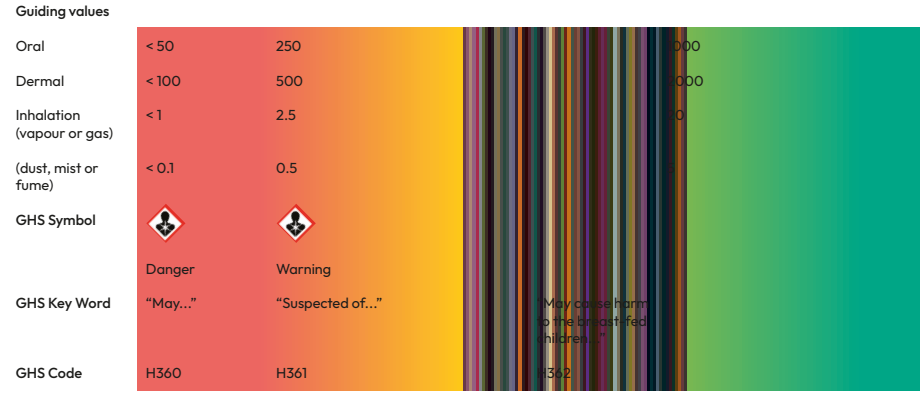
GHS requires the indication of exposure route if there is only one specific route to be considered.

Mutagenicity / Genotoxicity
("... cause (causing) genetic defects")

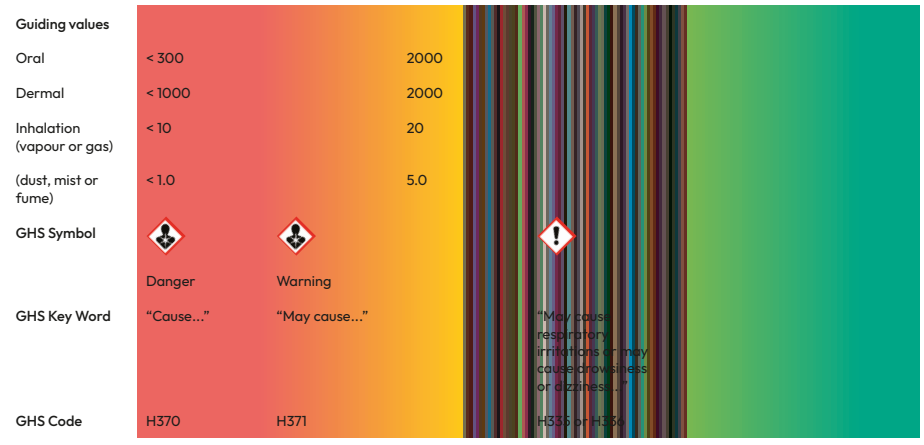


GHS requires the indication of exposure route if there is only one specific route to be considered.

Reproductive (developmental) Toxicity
("... damage fertility or the unborn child"), guiding values for daily dose in mg/kg or my/L



Non lethal specific Organ Toxicity (single exposure, for inhalation 4h)
("... damage to organs", evt. specific information regarding target organ or route of exposure), guiding values mg/kg or mg/L



Non lethal specific Organ Toxicity (repeated exposure, for inhalation during 6h/d)
("... damage to organs through prolonged or repeated exposure", evt. specific information regarding target organ or route of exposure), guiding values mg/kg or mg/L

Guiding values		
Oral	< 10	100
Dermal	< 20	200
Inhalation (vapour or gas)	< 0.2	1.0
(dust, mist or fume)	< 0.02	0.2
GHS Symbol		
	Danger	Warning
GHS Key Word	"Cause..."	"May cause..."
GHS Code	H372	H373

Aspiration hazard
("... if swallowed and enters airways")

GHS Symbol		
	Danger	Warning
GHS Key Word	"May be fatal..."	"May be harmful..."
GHS Code	H304	H305

Sensation

LLNA (EC3) Magnusson Kligman		
at ≤ 0.1%		at any concentration
at 1.0 - 1.0 %		≥ 30% Cat 1A
at > 1.0 %		≥ 60% Cat 1A; ≥ 30% Cat 1B or ≥ 30% Cat 1B
GHS Symbol		
	Danger	Warning
GHS Key Word	"May cause allergy or asthma symptoms or breathing difficulties if inhaled"	"May cause an allergic skin reaction"
GHS Code	H334	H317
Buehler assay		
at ≤ 0.2%		≥ 15% Cat 1A
at 0.2 - 20.0 %		≥ 60% Cat 1A; 15 - 60% Cat 1B
at > 20.0 %		or ≥ 15% Cat 1B

Eye irritation / corrosivity

Adverse Effect	Irreversible destruction of tissue or irritation persisting > 21 days	Irritation persisting 8 to 21 days	Moderate irritation clears in 7 or less days	Mild irritation clears within 24 hours
GHS Symbol				
	Danger	Warning	Warning	
GHS Key Word	"Cause severe eye damage"	"Causes serious eye irritation"	"Causes eye irritation"	
GHS Code	H318	H319	H320	

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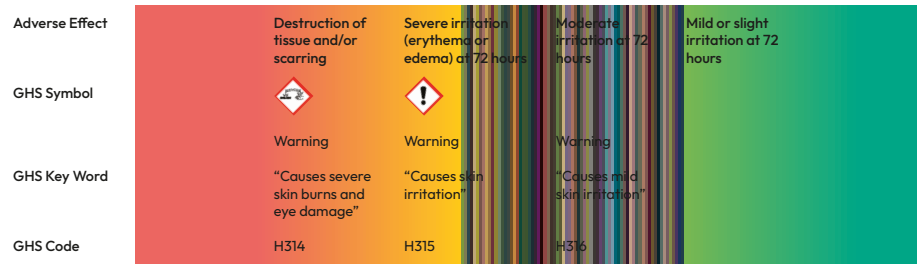
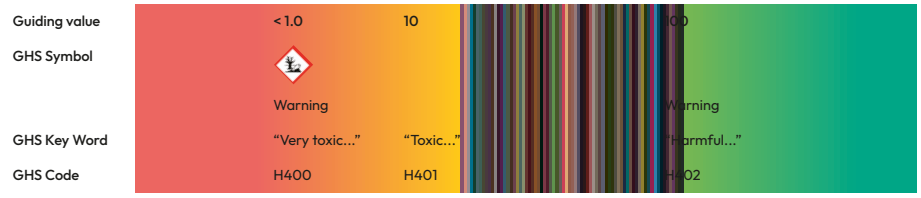
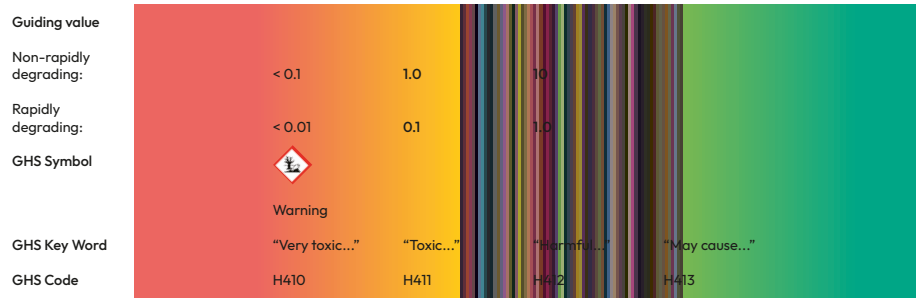
Skin irritation / corrosivity



Acute Aquatic Toxicity
("... to aquatic life"), guiding values for LC_{50} in mg/L

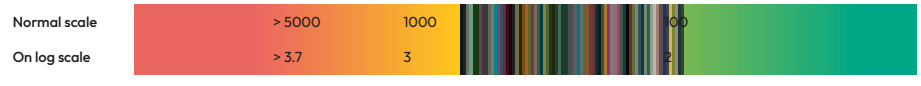


Chronic Aquatic Toxicity
("... to aquatic life with long lasting effects"), guiding values for NOEC or LOEC in mg/L



Environmental Persistance
Guiding values for half time life in days

Bioaccumulation
Guiding values for Bioaccumulation or bioconcentration factor (without unit)



Biodegradability / Eliminability
Guiding values % for different aquatic toxicity

10.1.5 TEGEWA Classification Chart of Chemical Auxiliaries

化工助劑 TEGEWA 分類圖

The German TEGEWA e.V. (Association of producers of textile, paper, leather and fur auxiliaries and colourants, surfactants, complexing agents, antimicrobial agents, polymeric flocculants, cosmetic raw materials, pharmaceutical excipients and allied products) offers buyers' guides, brochures and further information for the classification of chemicals and auxiliaries which are used in the textile and leather industry.

德國 TEGEWA e.V.（德國紡織、紙張、皮革及毛皮助劑與染料、生物活性劑、界面活性劑、螯合劑、抗菌劑、高分子絮凝劑、化妝品原料、藥用輔料及相關產品製造商協會）為紡織與皮革產業中所使用之化學品及助劑的分類提供採購指南、簡介及其他相關資訊。

10.1.6 Globally Harmonized System of Classification and Labelling of Chemicals (GHS)

全球化學品統一分類和標籤制度(GHS）

The Globally Harmonized System of Classification and Labelling of Chemicals (GHS) is a system launched by the United Nations to replace the different system for classification and labelling of chemicals in different countries in the world by using consistent criteria. The labelling of chemicals and preparations are based on symbols, signal words as well as short sentences describing the associated physical, health and environmental hazards. The document also describes the information which shall be provided with the material safety data sheets of chemicals and preparations.

全球化學品統一分類和標籤制度（GHS）是聯合國推出的系統，旨在採用一致的標準替代全球各國不同的化學品分類和標籤系統。化學品和製劑的標籤包括符號，標誌詞，以及描述相關的物理，健康和環境危害的短句。該文件還介紹了必須與化學品和製劑的材料安全數據表一同提供的信息。

The current version of the GHS can be downloaded from the official website of the United Nations Economic Commission for Europe (UNECE).

當前版本的 GHS 可以從聯合國歐洲經濟委員會（UNECE）的官方網站進行下載。

10.1.7 Rules for Classification, Labelling and Packaging of Dangerous Substances in the European Union (CLP)

歐盟危險物質的分類、標籤和包裝法規（CLP）

In Europe the rules for classification, packaging and labelling of chemicals and preparations has developed over many years. The following legislative papers have been of relevance and still show their impacts today also outside of Europe. For example the H and P codes originating from these papers are widely used in communication related to chemicals. Historically the following Directives/Regulations are the most important ones:

在歐洲，化學品和製劑的分類、包裝和標籤規則已發展多年。 下列立法檔一直具有相關性 ,如今在歐洲以外的地區也仍然顯示出其影響。 例如 ,源於這些檔的 H 和 P 代碼在與化學品有關的交流中被廣泛使用。從歷史上看，以下指令/法規最為重要：

- 67/548/EEC (Directive on the approximation of laws, regulations and administrative provisions relating to the classification, packaging and labelling of dangerous substances).
- 67/548/EEC（有關危險物質分類、包裝和標籤的法律、法規和行政規定的指令）。
- 1999/45/EC (Directive concerning the approximation of the laws, regulations and administrative provisions of the Member States relating to the classification, packaging and labelling of dangerous preparations)
- 1999/45/EC（有關成員國關於危險製劑的分類，包裝和標籤的事宜, 近似法律，法規和行政規定的指令）
- 2001/59/EC (Directive adapting to technical progress for the 28th time Council Directive
- 2001/59/EC 指令（第 28 次技術更新版，用以修訂《67/548/EEC 歐盟理事會指令》，該指令旨在統一

67/548/EEC on the approximation of the laws, regulations and administrative provisions relating to the classification, packaging and labelling of dangerous substances)

有關危險物質之分類、包裝及標示的法律、法規與行政條文）。

- 1272/2008/EC (Regulation on classification,labellingand packaging of sub-stances and mixtures, amending and repealing Directives 67/548/EEC and 1999/45/EC, and amending Regulation (EC) No 1907/2006).

- 1272/2008/EC（有關物質和混合物的分類、標籤和包裝的法規，修訂和廢除了指令 67/548/EEC 和 1999/45/EC，並修訂了法規（EC）第 1907/2006 號）。

This last regulation actually initiates the change from the European solution towards the adoption of the GHS initiative from the United Nations and amends affected parts of the REACH Regulation.

自最後一個法規，歐洲開始採納聯合國的 GHS 方案並修訂 REACH 法規的相關部分。

10.1.8 REACH Regulation

REACH 法規

The SVHC Candidate List for substances for eventual authorization in REACH contains substances which are

REACH 中最終授權的 SVHC 候選物質清單中包含的物質如下：

- Carcinogenic category 1 or 2
- Mutagenic of category 1 or 2
- Toxic for reproduction category 1 or 2
- Persistent, bio accumulative and toxic or
- Very persistent and very bio accumulative

- 1 類或 2 類致癌物
- 第 1 類或第 2 類致突變物
- 1 類或 2 類生殖毒性物質
- 持久性、生物累積性和毒性物質或
- 強持久性和強生物累積性物質

The list can be downloaded from the official website of the European Chemicals Agency (ECHA).

該清單可自歐洲化學品管理局（ECHA）官方網站下載。

10.1.9 US EPA

美國 EPA

The United States Environmental Protection Agency (EPA or sometimes USEPA) is an agency of the U.S. federal government which was created for the purpose of protecting human health and the environment by writing and enforcing regulations based on laws passed by Congress.

美國環境保護署（EPA，亦稱 USEPA）為美國聯邦政府之機構，依據國會通過之法案制定並執行相關法規，旨在保護人類健康及環境。

Within the US EPA (United States Environment Protection Agency) there exists a program called “Design for the Environment” (DfE). This program is supported by industry, environmental groups, and academia with the common goal to reduce risk to humans and environment which may be associated to the use of chemicals. For this purpose they have compiled a document titled “Design for the Environment Program Alternatives Assessment Criteria for Hazard Evaluation” in which guiding values are compiled for various endpoints with relevance to human and environmental. This document can be downloaded from the official website of the US EPA.

美國環境保護署（US EPA）設有一項名為「環保設計」（Design for the Environment，簡稱 DfE）之計畫。該計畫由產業界、環保組織及學術界共同支持，目標為降低化學品使用對人體與環境可能造成之風險。為此，US EPA 編制了一份名為《環保設計計畫：危害評估替代方案評估準則》（Design for the Environment Program Alternatives Assessment Criteria for Hazard Evaluation）的文件，彙整與人體及環境相關之多項指標指引值。此文件可於美國環境保護署官方網站下載。

10.1.10 Prop 65 list of the State of California

加州第 65 號提案（Proposition 65）清單

Proposition 65 requires California to publish a list of chemicals known to cause cancer, birth defects or other reproductive harm. This list, which must be updated at least once a year, has grown to include

《第 65 號提案》（Proposition 65）要求加利福尼亞州公布一份已知會導致癌症、出生缺陷或其他生殖危害之化學物質清單。該清單自 1987 年首次發布以來，並須至少每年更新一次，目前已涵蓋約 900 種化學物質。

approximately 900 chemicals since it was first published in 1987.

The list contains a wide range of naturally occurring and synthetic chemicals that include additives or ingredients in pesticides, common household products, food, drugs, dyes, or solvents. Listed chemicals may also be used in manufacturing and construction, or they may be byproducts of chemical processes, such as motor vehicle exhaust.

該清單包含各種天然和合成化學品，其中包括農藥、常見家用產品、食品、藥品、染料或溶劑中的添加劑或成分。列出的化學品也可能用於製造和建築，或者它們可能是化學過程的副產品，例如機動車尾氣。

10.1.11 Chemical assessment and management systems

化學品評估和管理體系

There are currently no existing international standards for a chemical management system.

目前還沒有關於化學品管理體系的國際標準。

Various initiatives and external service providers are offering tools to assess chemicals, e.g. based on the CAS No (Chemical Abstract Services Registry number). The following initiatives and tools may help to assess the chemicals which are used and which can be identified by their CAS No and assessed in respect of various endpoints.

各種計劃和外部服務提供商提供有用於評估化學品的工具，例如基於 CAS 編號（化學文摘社登記號）進行評估。以下計劃和工具可能有助於對使用的化學品進行評估，並且這些化學品可通過其 CAS 編號進行鑑定並通過各種終點進行評估。

BizNGO	The BizNGO group has described a pragmatic approach for a chemical management system, which is highly overlapping with the demands and scoring levels of the OEKO-TEX® STeP certification scheme. More information can be found on the biznzo-website.	BizNGO 組織提出了一種務實的化學品管理系統方法，與 OEKO-TEX® STeP 認證方案之要求及評分層級高度一致。更多資訊可於 BizNGO 官方網站查閱。
ChemSec	An independent Swedish non-profit organization that advocates for a world free from hazardous chemicals. The SIN (Substitute It Now!) List by ChemSec is a comprehensive database of chemicals likely to be restricted or banned in the EU. It is publicly available, regularly updated and provided completely free of charge.	瑞典獨立非營利組織，致力推動建立無有害化學品之世界。由 ChemSec 所制定之 SIN（Substitute It Now!）清單為一份涵蓋廣泛之資料庫，列示可能於歐盟受限制或禁止之化學物質。該清單為公開資料，定期更新，且完全免費提供。
GoBlu	GoBlu is a sustainability accelerator for apparel and textile companies, providing brand-level, supply chain-level, and communications services to clients around the globe. Their BluHive app is a smart way to manage chemicals. With a smartphone, anyone can now develop an accurate, up-to-date chemical inventory by taking snapshots of chemical container or scanning QR codes. BluHive automatically matches the scan or snapshot with relevant additional information and provides data on major sustainable certifications or credentials, creating a complete chemical inventory.	GoBlu 是服裝和紡織公司的可持續發展加速器，為全球客戶提供品牌層、供應鏈層和通信服務。他們的 BluHive 應用程序是管理化學品的一條智能途徑。通過智能手機，現在任何人都可以通過拍攝化學容器的快照或掃描 QR 碼來開發準確、最新的化學品庫存。 BluHive 自動將掃描結果或快照與相關的附加信息進行匹配，並提供有關主要可持續性認證或憑據的數據，從而創建完整的化學品庫存。

GreenScreen® for Safer Chemicals	GreenScreen® for Safer Chemicals is a method of comparative Chemical Hazard Assessment (CHA) that can be used for identifying chemicals of high concern and safer alternatives. It is a tool to assess chemicals regarding various endpoints and impact categories (very high, high, moderate and low impact).	GreenScreen® for Safer Chemicals 是一種比較性化學品危害評估(CHA)方法，可用於識別高度關注的化學品和更安全的替代品。它是一種評估化學品的各種終點和影響類別（影響極高、高、中等和低）的工具。
GreenWERCS	A software tool that can be used to evaluate the health and environmental hazards of chemicals in products (not free of charge).	一款可用於評估產品中化學品的健康和環境危害的軟件工具（非免費）。

10.1.12 Zero Discharge of Hazardous Chemicals (ZDHC)

有害物質零排放（ZDHC）

The ZDHC is an association founded in 2011 by textile and shoe manufacturers and retailers. The aim of the ZDHC programme is the prevention and elimination of dangerous chemicals and the support of safe chemical management.

ZDHC 為於 2011 年由紡織及鞋類製造商與零售商共同成立之組織。其計畫目標在於預防及消除有害化學物質，並促進安全化學品管理。

OEKO-TEX® supports the ZDHC initiative and acknowledges the ZDHC list of provisionally accepted laboratories for wastewater testing as a reference list of accredited institutes (see ZDHC website / programme / output).

OEKO-TEX®支持 ZDHC 行動 ,並將 ZDHC 認可廢水檢測實驗室列表作為認可機構的參考列表（參見 ZDHC 網站/計劃/輸出）。

As part of its Roadmap To Zero, ZDHC has recognised the OEKO-TEX® ECO PASSPORT certification as indicator of their MRSL compliance. These formulations, among others, that are certified according to ECO PASSPORT are listed in the ZDHC gateway.

作為其「零排放計劃路線圖」的一部分，ZDHC 已將 OEKO-TEX® ECO PASSPORT 認證視為其 MRSL 符合性之指標。包括依據 ECO PASSPORT 認證之化學品配方等，均已列入 ZDHC Gateway 資料庫中。

10.2 Environmental Performance

環境績效

Amfori BEPI

- The amfori BEPI System provides participants a risk-based approach to identify and address environmental impacts in their supply chain.
- 4-step approach: supply chain mapping, analysis, improvement & progress measurement
- Cascade Effect: Members can proactively work with their tier 1 producers to gain access to tier 2 and 3 producers through the BEPI Platform
- By use of the amfori BEPI Self-Assessment the customer provides information and data regarding 11 environmental performance areas (e.g. energy use, greenhouse gases, chemical management)

Amfori BEPI

- amfori BEPI 系統為參與者提供了一種基於風險的方法，用於識別和解決供應鏈中的環境影響。
- 四步法：供應鏈繪圖、分析、改進和進度測量
- 連鎖效應（Cascade Effect）：會員可透過 BEPI 平台主動與其第一層供應商合作 ,以進一步接觸第二層及第三層供應商。
- 客戶可利用 amfori BEPI 自我評估 ,提供有關 11 個環境績效領域（例如能源使用、溫室氣體、化學品管理）的信息和數據

Collaboration for Sustainable Development of Viscose (CV) Roadmap

- Continuous improvement and phased approach according to CV's sustainability criteria, e.g.:

CV 再生纖維素纖維行業綠色發展聯盟路線圖

- 依照黏膠纖維（CV）之永續準則，採取持續改進與分階段推進之方式，例如：

- Decrease water usage per ton of product to 55 m^3, energy consumption per ton product to 1000 kgce and total sulfur recovery rate to 87%

- 每噸產品用水量降至 55 m^3，每噸產品能耗降至 1000 kgce，總硫回收率降至 87%

Cooperation for Assuring Defined Standards for Shoes- and Leather Goods Production e.V. (CADS)

確保鞋類和皮革製品符合生產標準的合作協會 (CADS)

- CADS has the purpose to secure the quality of footwear and leather goods, to distinguish footwear and leather goods whose quality is secured with a quality label, and to engage in public relations work for the manufacture and marketing of sustainable, non-toxic, environmentally compatible shoes, shoe materials and leather goods with social responsibility.

- CADS 旨在確保鞋類和皮革製品的質量，區分以質量標籤保證其質量的鞋類和皮革製品，並從事公共關係工作，以製造和銷售符合社會責任的可持續、無毒、環保鞋類、鞋材和皮革製品。

- In one of its handbooks CADS gives 13 different recommendations for the avoidance of Chromium VI in the production process and in leather products.

- 在其手冊中，CADS 提供了 13 項避免生產過程和皮革產品中六價鉻的不同建議。

EU BAT reference documents (BREF)

歐盟 **BAT** 參考文件（**BREF)**

- Production of Polymers (incl. viscose fibre techniques)

- 聚合物的生產（包括粘膠纖維技術）

- Common Wastewater and Waste Gas Treatment/Management Systems in the Chemical Sector

- 化學領域的常見廢水和廢氣處理/管理體系

Global Reporting Initiative (GRI)

全球報告倡議**(GRI)**

- GRI in accepted format for sustainability-based reporting. A sustainability report is an organizational report that gives information about economic, environmental, social and governance performance.

- GRI（全球報告倡議組織，Global Reporting Initiative）為公認之永續報告格式。永續報告係一份組織性報告，提供關於企業在經濟、環境、社會及治理（ESG）方面之績效資訊。

Global Organic Textile Standard (GOTS)

全球有機紡織品標準**(GOTS)**

- One of the world's leading processing standard for textiles made from organic fibers. It defines high-level environmental criteria along the entire organic textile supply chain and requires compliance with social criteria as well.

- 全球最具代表性之一的有機纖維紡織品加工標準，於整個有機紡織供應鏈中制定高水準環境準則，並同時要求遵守社會責任標準。

Leather Working Group (LWG)

皮革工作組(LWG)

- LWG is a this multi-stakeholder group with the objective to develop and maintain a protocol that assesses the environmental compliance and performance capabilities of leather manufacturers and to promote sustainable and appropriate environmental business practices within the leather industry.

- LWG 是一個多利益相關方團體，其目標是製定和維護對皮革製造商的環境合規性和性能進行評估的方案，並促進皮革行業內可持續的適當的環境商業實踐。

- The subject of the protocol is on the environmental elements. It does not focus on social, ethical, health and safety, or animal health issues; nor the setting of restricted substance specifications or limits. The audit protocol includes a grading system (Gold, Silver, Bronze).

- 該方案的主題是環境要素。它不關注社會、道德、健康和安全、或動物健康問題；也不制定受限物質標準或限量值。審核方案包括評級系統（金、銀、銅）。

OutDoor Industry Association (OIA)

戶外行業協會**(OIA)**

- The OIA represents the retail chain for products produced for outdoor recreational activities. This is a USA based organisation which has a counterpart in the EU. More on their sustaina-

- OIA 代表戶外娛樂活動產品的零售連鎖店。這是一家總部位於美國的組織，在歐盟擁有相似的組織。有關其可持續發展指數以及他們與 SAC 密切合作的更多信息，請訪問 OIA 網站。

bility index and their close collaboration with the SAC can be found on the OIA website.

Sustainable Apparel Coalition (SAC)

- An organisation of major brands and retail organisations dedicated to improving the sustainability of textile products and production. As the authors of the HIGG Index, the SAC have provided an evolving framework for measuring and indexing sustainable practices within the textile and apparel industry.

可持續服裝聯盟(SAC)

- 一家主要品牌和零售組織的聯盟，致力於提高紡織產品和生產的可持續性。作為 HIGG 指數的發明者，SAC 為測量並標引紡織品和服裝行業的可持續實踐提供了一個不斷發展的框架。

10.3 Quality management systems

質量管理體系

- **ISO 31000**: The standard provides principles, framework and a process for managing risk. It can be used by any organization regardless of its size, activity or sector. ISO 31000 cannot be used for certification purposes, but does provide guidance for internal or external audit programmes.
- **ISO 31000**：該標準提供了風險管理的原則、框架和流程。 任何組織，無論其規模、活動或部門，都可以使用該標準。 ISO 31000 不能用於認證目的，但可為內部或外部審計計劃提供指導。
- **OECD Principles of Corporate Governance**: The Principles help policy makers evaluate and improve the legal, regulatory, and institutional framework for corporate governance.
- **OECD 公司治理原則**：該原則幫助政策制定者評估並改進公司治理的法律、監管和制度框架。
- **PDCA** (plan–do–check–act or plan–do–check–adjust): an iterative four-step management method used in business for the control and continuous improvement of processes and products. It is also known as the Deming circle/cycle/wheel, Shewhart cycle, control circle/cycle, or plan–do–study–act (PDSA).
- **PDCA**（計劃-執行-檢查-行動或計劃-執行-檢查-調整）：一種反覆運算的四步管理方法，用於企業對流程和產品進行控制和持續改進。 它也被稱為戴明迴圈/週期/輪、休哈特迴圈、控制迴圈/週期或計劃-執行-研究-行動（PDSA）。
- **EFQM** (formerly known as the European Foundation for Quality Management): a non-profit membership foundation based in Brussels. EFQM is the custodian of the EFQM Excellence Model, a non-prescriptive management framework that is widely used in public and private sector organisations throughout Europe and beyond.
- **EFQM** 前身為歐洲品質管理基金會）：是一個非營利性會員制基金會 總部設在布魯塞爾。 EFQM 是 EFQM Excellence Model（EFQM 卓越模式）的管理者，EFQM 卓越模式是一個非指令性的管理框架，在整個歐洲及其他地區的公共和私營部門組織中得到廣泛應用。
- **Six Sigma**: a set of tools and strategies for process improvement originally developed by Motorola in 1985. Six Sigma became well known after Jack Welch made it a central focus of his business strategy at General Electric in 1995, and today it is used in different sectors of industry.
- **六西格瑪**：一套用於流程改進的工具和策略，最初由摩托羅拉公司於 1985 年開發。 1995 年，傑克-韋爾奇（Jack Welch）將六西格瑪作為通用電氣公司業務戰略的核心重點后，六西格瑪開始廣為人知，如今它已被用於不同行業。
- **Kaizen**: Japanese for "improvement", or "change for the better". It refers to philosophy or practices that focus upon continuous improvement of processes in manufacturing, engineering, and business management.
- **Kaizen**: 日語中的 “改善 ”或 “更好的改變”。 它指的是在製造、工程和企業管理中注重流程持續改進的理念或實踐。
- **Quality circles**: a group of workers who do the same or similar work, who meet regularly to identify, analyze and solve work-related problems.
- **品質圈**：由從事相同或類似工作的工人組成的小組，他們定期舉行會議，以發現、分析和解決與工作相關的問題。

STeP

10.4 Health & Safety

- **CPSC**: Consumer Product Safety Commission, a U.S. government agency charged with protecting consumers against harmful products.
- **MAC**: Maximum Allowable Concentration for working places can be found under ILO-database on Chemical Exposure Limits.

健康和安全

- **CPSC**:消費品安全委員會是一家美國政府機構，負責保護消費者免受有害產品的傷害。
- **MAC**：工作場所的最大允許濃度可在國際勞工組織化學品接觸限值資料庫中找到。

STeP

11 Reference to STeP — STeP 參考

Exclusion criteria		排除標準
Reference to STeP	Chemical Management	化學品管理
4.1.2	At least one person with responsibility for all chemical duties shall be named.	應指定至少一人負責所有化學品工作。
4.1.3	The Safety Data Sheet (SDS) shall be available for each chemical in the facility (both production-relevant and non-production-relevant) and easily available/accessible to relevant employees.	每一種於設施中使用之化學品（無論是否與生產相關）均須具備安全資料表（SDS），並應確保相關員工可隨時方便查閱與取得。
4.1.3	An inventory of all chemicals used in the facility including the product name (trade name of the product or chemical identification, substance name) is required.	需要提供工廠中使用的所有化學品清單，包括產品名稱（產品的商品名稱或化學成分、物質名稱）
4.1.3	The facility shall know the following aspects of the chemicals used, which should preferably be maintained in an inventory list or ERP.	設施應掌握所用化學品以下幾方面的資訊，並且最好保存在庫存清單或 ERP 中。
4.1.4 / Annex 3	If any of the chemicals mentioned in the MRSL of OEKO-TEX® STeP are used in the facility, any exposure of workers and environment to these chemicals is not permitted. This shall be described and documented or approved by the relevant authorities.	如果設施使用了 OEKO-TEX® STeP 的 MRSL 中提到的任何化學品，則不允許工人和環境暴露於這些化學品中。 有關當局應對此進行描述、記錄或批准。
4.1.5	If any of the candidates for authorisation (Annex XIV of REACH, constantly changing list in the most current version!) is used in your production processes, any content of this chemical above 0.1 % in the produced articles shall be communicated to your vendor.	若於生產過程中使用任何列入《REACH 法規》附件十四（授權候選清單，內容持續更新）之物質，則當該化學品於最終產品中之含量超過 0.1% 時 ,必須將此資訊通報予供應商。
Reference to STeP	Environmental Performance	環境績效
Annex 4	Chlorine bleaching agents such as sodium hypochlorite shall not be used.	不得使用次氯酸鈉等氯漂白劑。
Annex 4	The use of heavy petrol/gasoline in printing is not permitted.	不允許在印花中使用重油。
Annex 4	The use of dichromate as an oxidising agent to improve colour fastness is not permitted, except on very dark shades on wool.	除羊毛中極深的色調以外，不允許使用重鉻酸鹽作為氧化劑來改善色牢度。

Annex 4	The use of chlorinated organic solvents or fluoro chlorinated organic solvents/liquids in open systems is not permitted.	不允許在開放系統中使用氯化有機溶劑或氟氯化有機溶劑/液體。
Annex 4.1	The use of chlorofluorocarbons (CFCs) or dichloromethane as a foaming agent in foam production is not permitted.	禁止在泡棉生產中使用氯氟烴(CFCs)或二氯甲烷作為發泡劑。
Annex 9	Precautions to avoid the formation of Chromium VI shall be taken.	應採取避免形成六價鉻的預防措施。
4.2.1	Required licence(s) or permit(s) for air emissions, hazardous substances, air conditioning, waste disposal/ handling and utilities such as boilers, steam vessels, generators and transformers shall be available, if applicable.	在適用的情況下，應持有廢氣排放、有害物質、空氣調節、廢棄物處置/處理所必需的許可證或執照以及鍋爐、蒸汽容器、發電機和變壓器等公用設施。
4.2.1	Required permits for the handling of hides as raw materials for the food industry shall be available, if applicable.	如適用，應提供處理作為食品工業原料的原皮所需的許可證。
4.2.1	The environmental performance of the facility shall be considered at all times and particular attention shall be paid to specific issues and objectives, that are listed under Chapter "4.2.1" in the Standard.	設施的環境績效須隨時被考量，並特別關注標準中第「4.2.1」章所列之具體議題與目標。
4.2.1 / 4.2.5	Knowledge and documentation regarding annual energy resources and consumption are required.	需要了解並記錄年能源消耗量。
4.2.2	Knowledge and documentation regarding annual water and consumption are required.	需要了解並記錄年用水量。
4.2.2	The facility shall hold the necessary license(s) or permit(s) for use of water.	生產設施須持有用水所需之相關許可證或執照。
4.2.3	Knowledge about the legal standards and conditions regarding cleaning of wastewater are required.	需要了解有關廢水淨化的法律標準和條件。
4.2.3	Wastewater shall be cleaned according to the legal standard.	應按照法律標準對廢水進行淨化。
4.2.3	The facility shall hold the necessary licence(s) or permit(s) for wastewater treatment.	設施須持有廢水處理所需的相關許可證或執照。
4.2.3 / Annex 3.3 / Annex 5.1 / Annex 5.2	Compliance with the STeP standard regarding the conditions for wastewater and, if applicable, for sludge shall be checked (direct and/or indirect discharge).	須檢查廢水及(如適用)污泥之管理情況是否符合 STeP 標準要求，無論其為直接或間接排放。
4.2.4	Heating plants, gas/diesel generators and production machines which	必須確認、定位並記錄熱電廠、汽油/柴油發電機和生產機器造成的廢氣排放。

	cause air emissions shall be identified, located and recorded.	
4.2.4	The sequence of external testing regarding air emission of heating plants with a thermal value > 2 MW shall be at least once a year, and with a thermal value between 0.3 and 2MW at least every 3 years. Gas/ diesel generators shall be tested at least every 3 years.	熱值>2 MW 的供熱車間的空氣排放外部檢測 ,每年應檢測至少一次；而對於熱值介於 0.3 MW 和 2 MW 之間的供熱車間 ,每三年應檢測至少一次。燃氣/柴油發電機應至少每 3 年進行一次測試。
4.2.4 / 4.3	Knowledge about the legal standards and conditions regarding exhaust air emissions is required.	須具備有關廢氣排放之法律標準與規範條件之相關知識。
4.2.4 / Annex 5.4	Compliance with the STeP standard regarding emissions shall be confirmed by an external party.	必須由外部機構檢驗排放是否符合 STeP 標準。
4.2.5	This shall be part of the company's policy as well as the common global goal to reduce GHG emissions (such as CO2, Methane, Nitrous Oxide, Ozone) by 30 % by 2030 (2010 is the baseline) and reach carbon neutrality and/or net zero emissions at around 2050.	這一條應納入企業政策，也是全球共同目標：到 2030 年 GHG 排放（例如 CO2、甲烷、一氧化二氮、臭氧）減少 30%（以 2010 年為基準），並在 2050 年左右實現碳中和和/或淨零排放。
4.2.5	Therefore, a system for calculating the carbon footprint (CO2eq) of the facility shall be documented and targets shall be defined.	因此，設施須建立並文件化碳足跡（CO_2當量，CO_2eq）計算系統，並設定相應目標。
4.2.5	A project for minimizing carbon footprint (CO2eq) as well as all global warming potential chemicals as mentioned in Chapter 4.2.6, shall be planned and documented.	4.2.6 章節中提及的最小化碳足跡（CO2 當量）以及所有可能導致全球變暖的潛在化學品，應納入計劃並記錄。
4.2.6	Cooling equipment containing Chlorofluorocarbons (CFCs) or brominated fluorohydrocarbons shall not be used.	不得使用含有氯氟烴(CFC)或溴化氟代烴的冷卻設備。
4.2.9	All on-site waste disposal and landfill is prohibited if a risk assessment is not available and proper measures are not taken or approved by local authorities.	如果風險評估不可用，並且未採取適當的措施，或措施未獲地方當局的批准，禁止所有的現廢棄物物處理和垃圾填埋。
4.2.9	Improper disposal of hazardous substances is not permitted.	不得不當處置危險物質。
4.2.8	Waste storage areas shall be protected from weather influence and shall be fire proof.	廢棄物存儲區域必須免受天氣影響和防火。
4.2.9	Measures have to be taken to prevent all release from chemicals into the environment, water and ground.	必須採取措施防止化學品洩漏到環境中、水和地面上。

4.2.10	Containers, boxes and filling stations of chemicals have to be marked with the respective warning symbols and protective measures.	化學品的容器、包裝盒和填充站必須標有相應的警告標誌和防護措施。
4.2.10	Employees shall also be provided with appropriate training in the handling and use of these chemicals.	員工亦須接受有關這些化學品處理與使用的適當培訓。
4.2.10	Highly flammable liquids like methanol, isopropyl alcohol etc. that are stored in metal drums may form potentially explosive mixtures in the air and therefore shall be earthed whilst in use. Flammable solids (e.g. Sodium Hydrosulphite) shall be stored on a dry place and protected against water, and, the drums shall be closed at all times.	甲醇、異丙醇等儲存在金屬桶裡的高度易燃液體可能會在空氣中形成有可能爆炸的混合物，因此使用時應當接地。易燃固體（例如連二亞硫酸鈉）應儲存在乾燥處並防水，並且桶應時刻保持封閉狀態。
4.2.10	The facility shall be able to demonstrate that all chemical substances are stored securely in rooms or areas designed for the purpose.	生產設施須能證明所有化學物質均安全儲存於專門設計之房間或區域內。
4.2.12	Records of any incidents with environmental impact shall be available.	必須提供具有環境影響的所有事件的記錄。
4.2.12	A dedicated facility emergency response team, which deals with all chemical and environmental pollution incidents, shall be assigned and trained regularly.	應指派專責之設施緊急應變小組，負責處理所有化學及環境污染事件，並定期接受培訓。
Reference to STeP	Environmental Management System	環境管理體系
4.3.1	An Environmental Management System shall exist.	必須具有環境管理體系。
4.3.7.2	Non-compliances shall be dealt with in a suitable manner. This includes a written procedure.	所有不符合事項均須以適當方式處理，並應具備書面程序。
4.3.10.1	A environmental assessment of all direct and indirect environmental impacts of activities, products and performances shall be carried out and shall be documented. Once a year or in case of major changes in the production in terms of environmental impact.	所有對環境產生直接或間接影響的活動、產品和績效都應進行環境評估並妥善記錄。 一年評估一次，或者在生產對環境產生的影響發生重大變化時開展評估。
4.3.10.1	The facility shall develop an understanding of how it interacts with the environment and their influences on biodiversity and ecosystem function.	企業應建立對其與環境互動方式的認識，並了解其對生物多樣性及生態系統功能的影響。
4.3.10.1	The facility shall have procedures for recording all legal, regulatory and other policy requirements relating to	生產設施須建立程序，以記錄所有與其活動、產品及服務之環境層面相關之法律、法規及其他政策要求。

	the environmental aspects of the activities, products and services.	
4.3.10.1	The environmental impact assessment shall be updated at least once a year or in case of major changes in the production in terms of environmental impacts.	環境影響評估應至少每年更新一次，或在生產過程出現對環境影響的重大變更時進行更新。
4.3.10.2	An audit/program to regulary assess the Environmental Management System shall be set in place.	應具備定期評估環境管理體系的審核程序。
4.3.10.2	Internal EMS audits shall be performed annually.	每年進行內部環境管理審核。
4.3.11.8	A site plan of the facility regarding all chemicals shall exist, indicating all sections where substances are delivered, stored and made available for use.	生產設施須具備一份與所有化學品相關之廠區平面圖，明確標示各化學品之運送、儲存及使用區域。
Reference to STeP	Social Responsibility	社會責任
4.4.3	A code of conduct or policy that addresses the ILO's eight core conventions of fundamental human rights and the UN Declaration of Human Rights regarding discrimination, forced labour, child labour, remuneration, freedom of association/collective bargaining, working hours, health and safety, and harassment and abuse shall be implemented.	必須實施國際勞工組織的 8 個基本人權核心公約和聯合國有關歧視、強迫勞動、童工、報酬、自由結社/集體談判、工作時間、健康和安全、騷擾和虐待的行為準則或政策。
4.4.3	The facility shall have a written social policy and/or code of conduct including all measures, obligations, targets and procedures for ensuring and managing social responsibility.	設施須具備書面社會政策及 / 或行為守則，內容涵蓋所有措施、責任、目標及程序，以確保及管理社會責任。
4.4.3	At least one person with responsibility for all aspects of the social responsibility module shall be named.	至少應任命一名員工負責處理社會責任模塊各個方面。
4.4.3	The written social policy or code of conduct shall be signed by a representative of upper-level management.	書面形式的社會政策或行為準則應由高層管理代表簽署。
4.4.3	The responsible person for social compliance shall be trained regularly towards all aspects of the “Social Responsibility” module including any risks in this regard.	社會合規負責人必須定期接受培訓，瞭解「社會責任」模塊的各個方面，包括社會合規方面的任何風險。
4.4.3	This responsible person shall hold regular training sessions for all employees on the social responsibility aspects (e.g. Code of Conduct) and keep training records.	負責人應面向所有員工定期開展以社會責任（例如行為準則）為主題的培訓講座，並保留培訓記錄。

4.4.4 / 4.4.6	The apprentice programme shall comply with all applicable local legal requirements.	見習計劃必須遵守所有適用的當地法律要求。
4.4.6	Workers under the age of 15 shall not be employed and the company shall not support any recruitment of workers under the age of 15.	不得僱用未滿 15 歲的工人 ,公司不得支持招聘任何未滿 15 歲的工人。
4.4.6	Special workplace conditions for young workers shall be implemented in the policy/management system.	企業須已建立針對年輕工人特殊工作條件的政策/管理體系。
4.4.6	Risk assessment of the ongoing hazard identification at workplace shall be performed on a regular basis.	應定期進行工作場所危險源辨識的風險評估。
4.4.7	The company shall comply with all applicable legal requirements on minimum wage, severance pay and governing benefits.	公司必須遵守有關最低工資、遣散費和管理效益的所有適用法律規定。
4.4.7	The facility shall define a strategy or roadmap how to achieve living wage for all employees.	生產設施須制定策略或路線圖，以達成全體員工獲得可維生工資之目標。
4.4.7	Wages shall be paid on time.	薪酬必須按時支付。
4.4.7	Social insurance shall be provided for all workers.	應為所有工人提供社會保險。
4.4.7	All staff at the facility shall be paid a wage for their work. In minimum the minimum wage or, if higher, the industrial sector or collectively agreed wage shall be paid. Wages and non-wage benefits (including piecework rate) shall comply with all the legal requirements for wages, severance payments and non-wage benefits.	設施內所有員工均須獲得相應薪酬。至少應支付法定最低工資，或若較高者，依行業標準或集體協議工資支付。薪酬與非薪資福利（包括計件工資）須符合有關工資、遣散費及非薪資福利的所有法律要求。
4.4.7 / 4.4.8	Work performed shall be based on recognised employment agreements.	完成的工作必須基於確認的僱用協議。
4.4.7	Any wage deductions shall be recorded in writing in the facility personnel file and workers must be informed about any deductions in an understandable manner.	任何工資扣減應以書面形式記錄在設施的人事檔案中，並且必須以易於理解的方式將任何扣減 情況告知工人。
4.4.8	A written labour contract shall be provided to each employee. The employee shall receive the original contract on the first day of work at the latest. The labour contract shall comply with all applicable legal requirements.	必須向每位員工提供書面勞動合約，員工最遲應在工作首日收到勞動合約原件。勞動合約必須符合所有的適用法律規定。
4.4.8	The labour contract shall be written in workers language. It shall be understood by the workers.	勞動合約必須以員工的語言進行書寫。合約內容應該被員工所理解。

4.4.8	The company shall follow the corresponding legal requirements for maternity protection.	公司應遵守相應的生育保障法律要求。
4.4.8	The facility shall have written recruitment and termination policy and a written policy on development programmes and financial benefits.	設施應制定書面招聘和解聘政策以及書面發展計劃和財務效益政策。
4.4.8	Employees in the HR department and other related departments shall receive regular traning to ensure compliance with this policy and regional and national legal requirements.	人力資源部門及其他相關部門的員工應定期接受培訓，確保遵守該政策以及當地和國家法律要求。
4.4.9	The company shall comply with all applicable legal requirements regarding the right to freedom of association and collective bargaining.	公司必須遵守關於自由結社和集體談判權的所有適用法律規定。
4.4.9	The company shall allow the workforce to form, join and organise unions for all employees.	公司必須允許其員工為全體員工建立、加入和組織工會。
4.4.9	The company shall explicitly promote on alternative means of representing workers in countries whose national laws prohibit or impede union organizing to promote and defend the interests of workers or employees.	在國家法律禁止或阻礙組織工會以促進和維護工人或僱員利益的國家，公司應明確推廣 代表工人的其他方式。
4.4.10	The facility shall implement a formal communication system that includes an internal grievance system with a procedure where workers can communicate their complaints to the responsible person within the facility (e.g. complaints box). The system shall include corrective actions describing types of complaints, analysis, remediation and actions taken.	設施應實施正規的溝通制度，包括內部申訴制度，工人可以通過該程序將其投訴傳達至設施負責人（例如投訴箱）。 該制度應當包含說明投訴類型、分析、整治方案和行動的糾正措施。
4.4.10	Additionally to the internal grievance mechanism the facility shall provide a mechanism to all workers where they can communicate their complaints externally.	除內部申訴機制外，生產設施亦須為全體員工提供可對外提出申訴之機制。
4.4.11	The company shall comply with all applicable legal requirements regarding working hours (regular and overtime). Regular working hours shall not exceed 48 h per week. Overtime shall not exceed 12 h per week.	公司應遵守所有適用於工作時間（正常工作時間和加班）的法規要求。每周正常工作時間不得超過 48 小時。每週加班時間不得超過 12 小時。
4.4.11	The company shall comply with all applicable legal requirements regarding time off work (breaks, after finishing work etc.).	公司必須遵守有關下班時間工作（休息時間，完成工作後的時間等）的所有適用法律。

4.4.11	Appropriate breaks during work periods shall be guaranteed.	必須確保在工作期間有適當的休息。
4.4.11	Overtime shall be voluntary unless it is regulated in a collective bargaining agreement.	除非在勞資協議中另有規定，否則加班必須堅持自願原則。
4.4.11	The company shall nominate a responsible person for all time monitoring key figures and records who has knowledge of the legal provisions.	公司應任命一名人員，負責隨時監控關鍵數字和記錄，並了解相關法律規定。
4.4.11	A designated trusted person shall be made available to review anonymous complaints from workers.	應指定可信賴的專員負責審查工人的匿名投訴。
4.4.12	The company shall comply with all applicable legal requirements governing workplace harassment or abuse.	公司必須遵守有關工作場所騷擾或虐待的所有適用法律規定。
4.4.12 / 4.4.14	Disciplinary actions such as corporal punishment, mental or physical coercion, or verbal attacks are not tolerated.	不得實施體罰、精神或肉體脅迫，或言語攻擊等紀律性措施。
4.4.13	The company shall comply with all applicable laws governing discrimination.	公司必須遵守有關歧視的所有適用法律。
4.4.13	Wage deductions shall not be done for disciplinary purpose.	不得以紀律處分為由扣減工資。
4.4.14	The company shall not apply any forced, bonded, indentured and prision labour.	公司必須遵守有關強迫、契約和監獄勞工的所有法律要求。
4.4.14	The company shall guarantee that workers retain possession or control of their original working contracts, identity cards, work permits and travel documents.	公司須確保員工自行持有或保管其原始勞動合約、身份證件、工作許可及旅行文件。
4.4.14	The company's policy shall strictly prohibit the collection of deposits or security payments at recruitment and during further employment.	在招聘及僱用期間，公司嚴禁收取押金及保證金。
4.4.15	Free drinking water shall be provided to all employees.	必須向所有員工提供免費的飲用水。
4.4.15	The company shall comply with all applicable legal requirements for sanitary facilities, canteen/eating areas and dormitories (if applicable).	公司必須遵守有關衛生設施、食堂/就餐區和宿舍（如適用）的所有適用法律規定。
4.4.15	The company shall nominate at least one responsible person for all needs and tasks to ensure well maintaned, safe and clean changing rooms, sanitary facilities, canteen/eating areas and dormitories. This responsible person shall be notified to employees as the contact person for these mat-	公司應任命至少一位人員，負責確保更衣室、衛生設施、食堂/就餐區和宿捨得到妥善維護並保持其安全和整潔。員工應知悉，在處理這些事項時聯繫該負責人，由此負責人直接向管理層報告。

	ters, and reports directly to management.	
4.4.15	Sanitary facilities, particularly toilets and washrooms, shall be made permanently accessible in sufficient quantity to all workers in the facility areas and dormitories areas.	設施及宿舍區內須設有足夠數量的衛生設施，特別是廁所及洗手間，並確保長期可供所有員工使用。
Reference to STeP	Quality Management	質量管理
4.5.1	A Quality Management System must be available.	必須具備質量管理體系。
4.5.3.6	An audit/program to regulary assess the Quality Management System shall be set in place.	應制定定期評估質量管理體系的審核/計劃。
4.5.3.6	Internal QMS audits shall be conducted annually.	內部審核應每年進行。
4.5.5.2	Any purchasing, outsourcing or subcontracting of goods, materials or services related to services or products shall be controlled. It shall be ensured that all purchased goods/services meet all specified requirements.	所有與產品或服務相關之採購、外判或分包活動均須受控管，並須確保所有採購之商品 / 服務符合既定要求。
4.5.5.2	Suppliers and supply chains shall be assessed and monitored.	評估和監督供應商和供應鏈。
4.5.5.2	A description of planned purchases shall be compiled to ensure that all requirements in this regard are met.	須編制擬採購項目之說明，以確保相關要求均獲符合。
4.5.5.2	Suppliers, sub-suppliers, contractors and subcontractors shall be involved in the process of improving social working conditions, safety and environmental matters and the measures in this regard.	供應商、次級供應商、承包商和分包商應參與改進社會工作條件、安全性、環境事項以及相關措施。
4.5.5.2	Suppliers, sub-suppliers, contractors and subcontractors shall establish and maintain appropriate procedures for selecting sub-contractors based on their ability to meet the STeP requirements, maintain appropriate documentation for meeting the STeP requirements.	供應商、次級供應商、承包商和分包商應根據下級分包商滿足 STeP 要求的能力制定和維護適當的甄選流程，並維護滿足 STeP 要求的記錄。
4.5.5.2	Suppliers, sub-suppliers, contractors and subcontractors shall provide training options for outworkers in relation to personal protection, workers' rights and access to employee information in the facility.	供應商、次級供應商、承包商和分包商應從個人保護、工人權利和設施獲取員工資訊方面為外包工人提供培訓選項。
4.5.5.2	As a minimum requirement, the supplier, sub-supplier and/or contractor, sub-contractor shall sign the OEKO-TEX® STeP Code of Conduct	供應商、次級供應商和/或承包商、分包商應簽署 OEKO-TEX® STeP 供應商行為準則 (詳見附錄 1) , 這是最低要求。

	for supplier, which can be found in Annex I.	
4.5.5.3	It shall be possible to trace back to the source materials (textile/leather raw material, chemicals etc.) of the finished product(s) according to the documentation.	應該能夠根據文件記錄追溯到成品的原材料(紡織品/皮革原料、化學品等)。
4.5.5.3	Services/products shall be identifiable at all times and tracked (traceability) throughout all stages of production.	服務/產品應始終可以辨認 ,並且應在生產的所有階段進行跟蹤（可追溯性)。
4.5.7	A procedure to handle corrective action shall be implemented.	應執行糾正措施。
4.5.9.3	Downs and feathers shall only be sourced from suppliers who can prove that the poultry has never been live plucked or force fed during farming.	羽絨和羽毛只能由能夠證明這些家禽在養殖過程中從未被活摘羽毛或強制餵食的供應商提供。
4.5.9.3	The origin of the processing hide and skins is expected to be known and the source shall be in accordance to CITES (Convention on International Trade in Endangered Species of Wild Fauna and Flora) and other legal requirements.	加工用原皮與皮革之來源應可追溯，且其取得途徑須符合《瀕臨絕種野生動植物國際貿易公約》(CITES) 及其他相關法規之要求。
4.5.9.3	For unprocessed or incoming leather material specific traceability criteria shall be in place.	對於未經加工的皮革材料或進貨皮革材料，應制定具體的可追溯性標準。
4.5.9.3	A wood sourcing policy which considers at least 25% of pulp fibres or pulp that comes from such sources, including the amount of recycled materials (e.g. cotton scraps), shall be defined.	應制定木材採購政策，其中應考慮至少 25%的紙漿纖維或紙漿來自此類來源，包括應確定回收材料（例如棉花廢料）的數量。
4.5.10	A risk assessment shall be carried out in regular intervals.	必須定期進行風險評估。
Reference to STeP	Health and Safety	健康和安全
4.6.1 / 4.6.3.2	An emergency plan regarding fire must exist.	必須建立火災應急預案。
4.6.1 / 4.6.4	A health and safety management system shall be available.	應制定健康與安全管理體系。
4.6.1 / 4.6.6	Compliance with the legal requirements shall be guaranteed.	應保證符合法規要求。
4.6.2.1	Machines shall have safety features (guards, covers, hood etc.) for the prevention of accidents based on risk assessment.	機器應具有基於風險評估的安全部件（防護裝置、遮蓋裝置、覆蓋裝置等），以防止意外發生。
4.6.2.2	Working areas with high noise have to be marked permanently.	必須永久標記高噪音工作區域。

4.6.2.4 / Annex 4.1	Sand Blasting in open systems is prohibited and in closed systems restricted.	禁止在開放系統中進行噴砂作業，並限制在封閉系統中進行噴砂作業。
4.6.2.5	In the case of chemical risks and chemicals that can cause allergic reactions (e.g. dyestuffs containing chromium), technical control equipment such as PPE (e.g. gloves, goggles, aprons, masks, etc.) shall be provided.	若涉及化學風險或可能引起過敏反應之化學品（例如含鉻染料），應提供適當之技術防護設備，如個人防護裝備（PPE），包括手套、護目鏡、圍裙、口罩等。
4.6.2.5	Tanks and containers that contain hazardous chemicals (e.g. acids or caustic soda) shall be properly marked with warning symbols (e.g. “Wear Goggles, Gloves”, etc.).	盛載危險化學品（如酸類或氫氧化鈉）的槽及容器，須清晰標示警告符號（例如「須配戴護目鏡、手套」等）。
4.6.2.5	Chemicals shall be separated based on their hazard level to prevent chemical reactions to the greatest extent possible.	應根據化學品的危險程度將其隔開，盡可能防止發生化學反應。
4.6.2.5	All responsible persons have to be trained in handling chemicals.	所有負責人員都必須接受化學品處理培訓。
4.6.2.5	All persons working with chemicals shall be trained related to the chemical management system and relevant topics (such as legal aspects, use of chemicals, storage, environmental and safe handling etc.).	所有需要使用化學品的工作人員都應接受化學品管理體系和相關主題（例如法律法規、化學品使用、儲存、環境和安全處理）的培訓。
4.6.2.5	In case of using volatile organic compounds (VOC, def. See Annex 12.1) in the production processes, such as solvent-based chemicals, which have a Potential to Emit (PTE) volatile organic compounds, measures must be taken to limit the exposure of workers to VOC in the workplaces.	如果在生產過程中使用揮發性有機化合物（VOC，定義見附件 12.1），如溶劑型化學品，這些化學品具有揮發性有機化合物排放潛能（PTE），則必須採取措施限制工人在工作場所接觸揮發性有機化合物。
4.6.2.7	If there is any risk related to heat stress in hot environments, measures shall be defined and introduced in the form of adequate clothing, regulated working hours with defined breaks, ventilation of rooms and, if possible, air conditioning of rooms.	若工作環境存在熱應激風險，須制定並實施相應措施，包括提供適當防護服、規範工作時間與休息間隔、加強室內通風，並於可能情況下配置空調設備。
4.6.2.8	Working sections like high noise area, dust emission area, chemical handling places (e.g. filling up, weighing, mixing, transport etc.) and maintenance workshop areas where PPE is required, shall be permanently marked with the respective warning symbol(s).	高噪音區域、粉塵污染區域、處理化學品區域（例如灌裝、稱重、混合、運輸等）以及要求穿戴 PPE 的維修車間應該始終標有對應的警示標誌。
4.6.2.8	All workers shall wear the required PPE at relevant workplaces.	相關工作場所的所有工人應該按規定穿戴 PPE。

4.6.3	The facility shall classify areas where hazardous explosive atmospheres may occur into zones.	設施須將可能出現危險爆炸性氣體環境的區域劃分為不同區域。
4.6.3	Instructions in case of fire, emergency numbers and GHS pictograms shall be published at the storage area of gases in vessels.	應在氣瓶儲存區張貼火災說明、緊急聯繫電話和 GHS 標誌。
4.6.3.1	If the buildings are changed significantly or if the designated use of a building is to be changed, a static expert shall be involved to ensure the building structure is suitable for the designated use.	如果建築物發生明顯變化或要更改建築物的用途，應請靜力學專家確保建築結構適合指定的用途。
4.6.3.1	Critical installations such as pressure boilers shall be inspected at least annually by an external testing body or engineer.	每年須由外部測試機構或工程師至少檢查一次壓力鍋爐等重要設施。
4.6.3.1	All structures within the facility shall be suitable and safe for the plan-ned use and operation. Any located and/or reported weak points, damages, etc. shall be identified and documented and measures have to be taken accordingly.	設施內的所有構造都應確保安全，並且適用於計劃用途和生產。必須確定並記錄任何已發現和/或報告的薄弱點、損壞等，並採取相應措施。
4.6.3.2	Escape routes and emergency exits shall be inspected at least every month to ensure that they are highlighted and freely accessible.	每月須至少檢查一次逃生路線和緊急出口，確保它們標識醒目並可自由進出。
4.6.3.2	Emergency plans incl. Instructions concerning fire, accidents, natural hazards and chemical hazards shall exist.	必須制定應急計劃，包括關於火災、事故、自然災害和化學危害的說明。
4.6.3.2	Emergency equipment shall be kept operational and freely accessible.	應急設備應確保正常運行並易於取用。
4.6.3.2	A staff member shall be nominated and trained appropriately in fire safety to deal with any related problems.	必須指定一名經過消防安全培訓的工作人員處理相關問題。
4.6.3.2	Access to first aid equipment shall be guarnteed at all times in case of any accident.	必須保證在發生任何事故時，隨時能夠使用應急設備。
4.6.3.2	Emergency and evacuation training sessions shall be held every three years at minimum.	應至少每三年開展一次緊急和疏散培訓課程。
4.6.3.2	Escape routes and emergency exits have to be defined and properly marked. Emergency escape route plans (EFEP) shall be posted on various places in the facility.	必須設有逃生路線和緊急出口，並作適當標記。 設施內的各個場所都應張貼緊急逃生路線圖（EFEP）。
4.6.3.2	Emergency equipment shall be checked every year.	應急設備必須每年檢測。

4.6.3.2	Escape routes and emergency exits must be unobstructed and freely accessible. All emergency "EXIT" doors must remain unlocked from the inside at all times during working hours.	必須保持逃生路線和緊急出口通暢並可自由進出。在工作時間內 必須保持隨時可從裡面打開所有的緊急“出口”門。
4.6.3.2	All platforms, elevator shafts and stairs shall be secured to prevent workers from falling.	應加固所有平台、電梯井道、樓梯，以防工人跌落。
4.6.3.2	All switch cabinets shall be closed at any time.	所有配電箱應該始終保持關閉的狀態。
4.6.4	Risk assessment of the ongoing hazard identification at workplace shall be performed on a regular basis.	應定期進行工作場所危險源辨識的風險評估。
4.6.5	An audit/program to regulary assess the Health and Safety Management System shall be set in place.	應建立定期評估健康與安全管理系統之審查計畫。
4.6.5	Sufficient first aid and fire fighting personnel shall be present during production and maintenance operation.	生產和維護操作期間必須有足夠的急救和消防人員在場。
4.6.5	The facility shall document operational health and safety training activities.	生產設施須記錄營運層面之健康與安全培訓活動。
4.6.5	The management shall define and document a chart of all the employees responsible for health and safety that identifies at least the following positions: department manager, health and safety manager, person responsible for emergencies, fire extinguishing equipment	管理層必須確定和記錄負責健康和安全的全體員工圖表，該圖表至少標明以下職位：部門經理、健康和安全經理、緊急情況和消防設備負責人
4.6.5.1	Internal H&S audits shall be performed annually.	每年進行內部職業健康和安全審核。
4.6.5.1	Records of health and safety incidents and corrective and preventive action have to be kept.	必須保持記錄職業健康和安全事故以及糾正和預防措施。

OEKO TEX®
STeP

12 Annex 附錄

Terms and definitions 名詞和定義

12.1 Abbreviations used in OEKO-TEX® STeP and their explanations

OEKO-TEX® STeP 中使用的縮略語及其說明

ATEX	The ATEX directives are two EU directives describing the minimum safety requirements for workplaces and equipment used in explosive atmospheres. The name is an initialization of the French term Appareils destinés à être utilisés en ATmosphères EXplosibles (French for "Equipment intended for use in explosive atmospheres"). 'Equipment' means machines, apparatus, fixed or mobile devices, control components and instrumentation thereof and detection or prevention systems which, separately or jointly, are intended for the generation, transfer, storage, measurement, control and conversion of energy and/or the processing of material and which are capable of causing an explosion through their own potential sources of ignition. 'Protective systems' means devices other than components of equipment which are intended to halt incipient explosions immediately and/or to limit the effective range of an explosion and which are separately made available on the market for use as autonomous systems. 'Explosive atmosphere' means a mixture with air, under atmospheric conditions, of flammable substances in the form of gases, vapours, mists or dusts in which, after ignition has occurred, combustion spreads to the entire unburned mixture.'Potentially explosive atmosphere' means an atmosphere which could become explosive due to local and operational conditions.	ATEX 指令為歐盟兩項關於爆炸性環境中工作場所及設備之最低安全要求指令。其名稱源自法語 Appareils destinés à être utilisés en ATmosphères EXplosibles（意為「用於爆炸性環境之設備」）。「設備」係指為能源之產生、傳輸、儲存、測量、控制與轉換及／或物料處理所設計，且本身具潛在點火源、可能引發爆炸之機械、裝置、固定或移動設備、控制元件、儀器及其偵測或防護系統，無論單獨或組合使用。「防護系統」係指除設備組件以外之裝置，旨在立即抑制初期爆炸及／或限制爆炸影響範圍，並可作為獨立系統於市場上供應使用。「爆炸性環境」係指在大氣條件下，空氣與可燃性物質（氣體、蒸氣、霧狀物或粉塵）混合形成之環境，於點燃後燃燒會擴散至整個未燃混合物。「潛在爆炸性環境」則係指因當地條件或操作情況而可能轉變為爆炸性環境之場所。
AOX – emission	Halogenated organic compounds as being lowly biodegradable and toxic, can spoil water for many years.	鹵化有機化合物因可生物降解性低且具毒性，可能使水體長期受污染。
BAT	**B**est **A**vailable **T**echnologies - BAT can apply to processing, chemical and information technologies.	最佳可行技術 BAT 可應用於加工、化學和資訊技術。
CAS No	**CAS** Registry Numbers are unique numerical identifiers assigned by the	CAS 登記號是由化學文摘社頒布的公開科學文獻中描述的所有化學物質的獨有的數字標識（目前包括 1957

	Chemical Abstracts Service to every chemical described in the open scientific literature (currently including those described from at least 1957 through the present) and include elements, isotopes, organic and inorganic compounds, ions, organometallics, metals, nonstructural materials (aka “UVCBs”, i.e. materials of unknown, variable composition or biological origin). They are also referred to as CAS RNs and CAS numbers.	年至今的化學物質），包括元素、同位素、有機和無機化合物、離子、有機金屬化合物、金屬、非結構材料（又名“UVCB”，即結構可變的未知材料或生物材料）。它們也被稱為 CAS RN 和 CAS 編號。
CMS	Chemical Management System – a system that describes processes used to manage chemical selection, handling, storage and use within a facility.	化學品管理體系-描述了管理化學品篩選、處理、存儲和使用的過程。
EC No	European Commission number for chemicals within EU regulatory schemes. The European Commission number, or EC number, also known as EC No., EINECS No. and EC#, is a unique seven-digit identifier that is assigned to chemical substances for regulatory purposes within the European Union by the regulatory authorities. The list of substances with an EC number is called the EC Inventory. This is comparable to CASRN in the USA and chemical substances can have both a CASRN and an EINECS number.	歐盟委員會編號，用於歐盟監管計劃中的化學品。 歐盟委員會編號，或稱 EC 編號，也稱為 EC 編號、EINECS 編號和 EC#，是歐盟監管機構為監管目的而分配給化學物質的唯一七位數標識符。 帶有 EC 編號的物質清單稱為 EC 清單。 這相當於美國的 CASRN ,化學物質可以同時擁有 CASRN 和 EINECS 編號。
EINECS number	see EC No	見 EC 編號
EMS	Environmental Management System - The part of the overall management system which determines the environmental policy, and includes the organizational structure, responsibilities, procedures, processes and resources for implementing the environmental policy.	環境管理管理體系-整個管理系統中決定環境政策的部分，包括實施環境政策的組織結構、職責、程式、流程和資源。
GHS	The Globally Harmonized System of Classification and Labelling of Chemicals or GHS is an internationally agreed-upon system, created by the United Nations. It is designed to replace the various classification and labelling standards used in different countries by using consistent criteria for classification and labelling on a global level.	全球化學品分類及標示制度（GHS）為聯合國制定之國際統一體系，旨在以一致之分類與標示準則，取代各國現行之不同化學品分類與標示標準，從而實現全球範圍內的協調與統一。
GHG	Greenhouse Gases (GHG) are gaseous components of the atmosphere that absorb solar energy re-flected	溫室氣體（GHG）是大氣中的氣體成分，通過吸收地球表面以紅外線輻射形式反射的太陽能，從而導致全球變暖和氣候變化。地球大氣中的主要溫室氣體是水蒸氣

	from the earth's surface as infrared radiation, which can lead to global warming and climate change. The primary greenhouse gases in Earth's atmosphere are water vapor (H2O), carbon dioxide (CO2), methane (CH4), nitrous oxide (N2O) and ozone (O3). Other global warming potential chemi-cals such as CFC's, HCFC's also belong into this group.	（H2O）、二氧化碳（CO2）、甲烷（CH4）、一氧化二氮（N2O）和臭氧（O3）。其他可能導致全球變暖的化學物質也歸於此類，例如氟氯化碳、氟氯烴等。
HAP	Hazard Air Pollution is the presence of substances in the atmosphere that are harmful to human health, or cause damage to the climate or to materials. There are many different types of hazard air pollutants, such as gases like ammonia, carbon monoxide, sulphur dioxides, nitrous oxides, methane and chlorofluorocarbons), particulates (both organic and inorganic) and biological molecule.	有害空氣污染物是指大氣中存在的對人類健康有害的物質，或對氣候或材料造成破壞的物質。有害空氣污染物分為很多類型，如氨、一氧化碳、二氧化硫、一氧化二氮、甲烷和氟氯化碳等氣體;（有機和無機）微粒物質和生物分子。
H&S	Health and Safety Performance and Management System (also: Occupational Health and Safety) – a management system designed to measure and improve the safety and health of stakeholders of an enterprise. The focus is normally applied to factory operations but also pertains to product safety.	健康與安全績效和管理體系（也稱為：職業健康與安全）是一種管理體系，旨在衡量並改善企業利益相關方的安全與健康。其焦點通常在於設施經營，但是也與產品安全有關。
ILO	The International Labour Organization (ILO) is a United Nations agency dealing with labour issues, particularly international labour standards and decent work for all. Almost all (185 out of 193) UN members are part of the ILO.	國際勞工組織(ILO)是一個處理勞工問題（特別是國際勞工標準和人人享有體面工作）的聯合國機構。幾乎所有（193 個國家中的 185 個）聯合國成員都是 ILO 的成員。
ISO 26000	ISO 26000 emphasizes that community involvement and community development are both integral parts of sustainable development. ISO 26000 provides guidance on principles and seven issues. It also indicates that community involvement helps to contribute, at a local level, to the achievement of the Millennium Development Goals (now followed by the Sustainable Development Goals).	ISO 26000 強調社區參與和社區發展都是可持續發展的組成部分。ISO 26000 就相關原則和七個核心主題提供指導。ISO 26000 還指出，社區參與有助於在地方層面促進實現千禧年發展目標（如今緊隨其後的是實現可持續發展目標）。
ISO 50001	ISO 50001 - Energy Management System enables organisations to establish systems and processes necessary to continually improve their energy performance, including energy efficiency, use and consumption. Follwoing should be installed:	ISO 50001 能源管理體系使組織能夠建立必要的體系和程序，以持續改善其能源績效，包括能源效率、能源使用和消耗。 必須制定以下各項： -制定更有效地利用能源的政策 -確定目標以滿足政策要求 -利用數據來更好地理解和做出有關能源使用的決策 -測量結果

	- Develop a policy for more efficient use of energy - Fix targets and objectives to meet the policy - Use data to better understand and make decisions about energy use - Measure the results - Review how well the policy works, and - Continually improve energy management It can be part of the Environmental Managementsystem	-審核政策的運作情況，以及 -持續改進能源管理 成為環境管理體系的一部分
Lux (lx)	The lux (symbol: lx) is the SI unit of luminance and luminous emittance, measuring luminous flux per unit area. It is equal to one lumen per square meter.	勒克斯（符號：lx）為國際單位制中照度與發光度之單位，用以測量單位面積上之光通量，其數值等同於每平方米一流明。
Natura 2000	A network of protected areas across the European Union established under the EU Birds Directive (1979) and the Habitats Directive (1992). Natura 2000 aims to ensure the long-term survival of Europe's most valuable and threatened species and habitats by promoting biodiversity conservation while allowing sustainable human activities. Sites within the network are subject to specific protection measures to prevent environmental degradation.	Natura 2000 是根據歐盟《鳥類指令》（1979）及《棲地指令》（1992）所建立的歐盟保護區網絡，旨在確保歐洲最具價值且受威脅的物種與棲地得以長期存續。該網絡透過推動生物多樣性保育，同時允許可持續的人類活動。網絡內的保護區需採取特定保護措施，以防止環境倒退。
NGO	**N**on-**G**overnmental **O**rganizations are legally constituted corporations created by natural or legal people that operate independently from any form of government.	非政府組織是由自然人或法人依法成立的公司，其運作獨立於任何形式的政府。
NOx	Nitrogen monoxide + Nitrogen dioxide – known air pollutants and a greenhouse gas caused by the oxidation of fossil fuels.	一氧化氮與二氧化氮——已知之空氣污染物及溫室氣體，主要由化石燃料氧化產生
OECD	The **O**rganization for **E**conomic **C**o-operation and **D**evelopment is an international economic organization of 34 countries founded in 1961 to stimulate economic progress and world trade.	經濟合作與發展組織是成立於 1961 年的國際經濟組織，有 34 個成員國，旨在刺激經濟發展和世界貿易。
PPE	**P**ersonal **P**rotection **E**quipment – examples are gloves or aprons , protective glasses, respirators, etc.	**P**ersonal **P**rotection **E**quipment 個人防護設備– 包括手套或圍裙，防護眼鏡，防毒面具等。
PTE	Potential to emit (PTE) refers to the highest amounts of VOC's that a facility could release into the air during processes. This can be calculated on the following principle: PTE = % of	潛在排放量（PTE）是指設施在生產過程中可能釋放到空氣中的揮發性有機化合物的最高數量。 其計算原則如下 PTE = 揮發性有機化合物物質的百分比 x 化學品的年使用量（例如：如果化學品中的甲醛含量為 15%，而年使用量為 1.5 萬噸，則 PTE 為 1.5 萬噸）：如果某種化

	VOC substance x annual use of the chemical (e.g.: If Formaldehyde in a chemical is 15% and the annual consumption is 500 kg, the PTE of Formaldehyde is 15% x 500 = 75kg per annum).	學品中的甲醛含量為 15% 且年消耗量為 500 千克，則甲醛的 PTE 為 15% x 500 = 每年 75 千克)。
QMS	**Q**uality **M**anagement **S**ystem – the management system describing the processes used to maintain and control all aspects of quality as it pertains to the operations and products of an enterprise.	**Q** 品質 **M** 管理 **S** 體系– 描述用於維護和控制企業運營和產品各方面品質的流程的管理系統。
Ramsar Convention	An international treaty adopted in 1971 in Ramsar, Iran, for the conservation and sustainable use of wetlands. The Ramsar Convention aims to halt the loss of wetlands globally and ensure their wise use to protect biodiversity and ecosystem services. Wetlands designated as Ramsar Sites are recognized for their ecological importance and require responsible management to prevent degradation.	《拉姆薩公約》是於 1971 年在伊朗拉姆薩簽署的國際條約，旨在促進濕地的保護與可持續利用。該公約致力於全球範圍內遏止濕地喪失，並確保其合理利用，以保護生物多樣性及生態系統服務功能。被指定為「拉姆薩濕地」的地區因其生態重要性而受到認可，並需透過負責任的管理以防止環境退化。
REACH	**R**egistration, **E**valuation, **A**uthorization and Restriction of **Ch**emicals is a European Union Regulation. REACH addresses the production and use of chemical substances and their potential impacts on both human health and the environment.	註冊評估授權和化學品限制是一項歐盟法規。 REACH 法規涉及化學物質的生產和使用及其對人類健康和環境的潛在影響。
RSL	**R**estricted **S**ubstance **L**ist - a list of chemicals, auxiliaries and other substances that may not be used in textile and leather production. It includes limit values for concentrations in the product. RSLs are based on government regulations, laws or on the expertise of globally recognised toxicologists. An RSL is verified by analytical testing of processed textitles.	**限制物質清單** - 不得用於紡織品生產的化學品、助劑和其他物質清單。包括產品中物質濃度的限值。 RSL 基於政府法規、法律或全球公認的毒理學家的專業知識。 RSL 通過加工紡織品的分析測試進行驗證。
MRSL	**M**anufacturing **R**estricted **S**ubstance **L**ist – a list of chemicals, auxiliaries and other substances subject to a usage ban in textile and leather production facilities. The listed chemicals shall not be intentionally used in production processes. A MRSL can be verified through chemical inventory review and analytical testing of chemical mixture. The MRSL does not cover chemical synthesis processes or other stages of chemical production.	**M** 製造 **R** 限制 **S** 物質 **L** 清單- 紡織品和皮革生產設施中禁止使用的化學品、助劑和其他物質的清單。 所列化學品不得有意用於生產過程。 可通過化學品庫存審查和化學混合物分析測試來驗證 MRSL。 MRSL 不包括化學合成過程或化學品生產的其他階段。

SDS	A safety data sheet (SDS), or product safety data sheet (PSDS) is an important component of product stewardship and occupational safety and health. It is intended to provide workers and emergency personnel with procedures for handling or working with that substance in a safe manner, and includes information such as physical data (melting point, boiling point, flash point, etc.), toxicity, health effects, first aid, reactivity, storage, disposal, protective equipment, and spill-handling procedures. SDS formats can vary from source to source within a country depending on national requirements.	安全數據表(SDS)或產品安全數據表(PSDS)是產品管理和職業安全與健康的重要組成部分。它旨在為工人和緊急救援人員提供安全處理或使用該物質的程序，並包括物理數據（熔點、沸點、閃點等）、毒性、健康影響、急救、反應性、儲存、處置、防護裝備和洩漏處理程序等信息。SDS 格式可能因國家/地區的來源而異 具體取決於國家/地區要求。
VOC	A Volatile Organic Compound (VOC) is any organic compound (e.g. Acetic Acid, Formaldehyde etc.) as well as the fraction of creosote, having at 293,15 K a vapour pressure of 0,01 kPa or more, or having a corresponding volatility under the particular conditions of use"; This is the definition in the IED Directive 2010/75. VOCs are a category of air pollutant mainly from industrial processes (also textile) and automobiles, which have a wide range of reactivity in the atmosphere.	揮發性有機化合物（VOC）係指在 293.15 K 時蒸氣壓達 0.01 kPa 或以上之任何有機化合物（例如乙酸、甲醛等）及含有相應揮發性的木餾油成分；此為《工業排放指令》（IED Directive 2010/75）之定義。VOC 為一類主要來源於工業製程（包括紡織業）及汽車排放之空氣污染物，於大氣中具有多樣且廣泛之化學反應性。

12.2 Terms and Definitions used in OEKO-TEX® STeP

OEKO-TEX® STeP 使用的術語和定義

Assessment tool	The assessment tool is used as the application and basis for all auditing and certification within the OEKO-TEX® STeP process.	評估工具用作 OEKO-TEX® STeP 過程中所有審核和認證的應用和基礎。
Auxiliaries	Chemical products that enable efficient production or produce a particular effect within the productionprocess. Such auxiliaries may yield in the majority to the product being produced or can yield to the environment.	能夠在生產工藝中實現高效生產或產生特定影響的化工產品。此類助劑可能大部分都會存在於所生產的產品，也可能釋放到環境中。
Cleaning agent	Water-based solvents, surfactants that are used to remove e.g. dirt, dust, stains and/or, bad smells. Such surfactants may be used as detergents, wetting agents, emulsifiers, foaming agents and dispersants.	用於去除污垢、灰塵、污漬和/或難聞氣味的水基溶劑、表面活性劑。這類表面活性劑可被用作洗滌劑、潤濕劑、乳化劑、起泡劑和分散劑。
Collective bargaining agreement	A contract for labour negotiated between an organization (e.g. employer) or a group of employers and one	由組織（例如僱主）或僱主團體與一個或多個工人組織（例如工會）協商訂立之勞動合約，用以規範工作之條件與條款。

	or more worker organizations (e.g. union), which specifies the terms and conditions of work.	
Contractor	A business entity which performs certain work within the premises of the OEKO-TEX® STeP certified facility part time or full time (e.g. security, cleaning services, food delivery, canteen or kitchen services etc.).	為被 OEKO-TEX® STeP 認證的設施提供全職或兼職工作的任何單位或個人，這些工作包括保安、清潔服務、送餐、食堂或廚房的服務等。
Corrective measures	To take measures eliminating the cause of a detected non-conformity with OEKO-TEX® STeP requirements. Corrective measure is taken to prevent reoccurrences and always a needed action and measures for a specified obligation.	應採取措施以消除發現之未符合 OEKO-TEX® STeP 要求之原因。矯正措施旨在防止問題再度發生，並作為針對特定義務所需執行之必要行動與措施。
Degreasing agent	(Degreaser) – organic solvent-based or solvent-containing cleaning agent.	（除油劑）-有機溶劑系或含溶劑的清洗劑。
Emission Scopes	Greenhouse gases are classified in 3 scopes, according to their origin related to the reporting organization. Scope 1 – emissions that are direct GHG emissions from sources that are controlled or owned by the organization. These can occur from boilers, generators, company vehicles, etc. Scope 2 – emissions that are indirectly caused by the organization with the purchase of energy (electricity, steam, heat, cooling). They are generated at the supplier's location, but accounted for in the buying oganisation. Scope 3 – emissions that are indirect emissions for the organization, but that are not part of scope 2. This includes upstream and downstream emissions in the value chain. That are fuel and energy consumption caused by i.e. production and transportation of purchased goods (raw materials, chemicals, etc.), capital goods as well as waste generation related emissions.	溫室氣體根據其與報告組織相關的來源分為 3 個範圍。 範圍 1 - 來自組織控制或擁有的排放源的直接溫室氣體排放。 這些排放可能來自鍋爐、發電機、公司車輛等。 範圍 2 - 組織通過購買能源（電力、蒸汽、熱能、冷卻）間接造成的排放。 它們在供應商所在地產生，但在購買組織中被計算在內。 範圍 3 - 組織的間接排放，但不屬於範圍 2。 這包括價值鏈的上游和下游排放。 這包括燃料和能源消耗，即生產和運輸外購物品（原材料、化學品等）、資本貨物以及與廢物產生相關的排放。
Employment agency	A business entity who matches work interested people with the job opportunity of the facility.	將設施的工作機會配對予感興趣的人的商業實體。
Environmental effects	Any adverse environmental impacts from the operations of the facility within regular (normal) operations, force majeure, and/or irregular and accident/ emergency situations.	生產設施於正常運作、不可抗力及 / 或非常或事故 / 緊急情況下所產生之任何不利環境影響。
Exclusion criteria	Exclusion criteria are part of the basic questions. They are the most im-	排除標準屬於基本問題的範圍。排除標準是 OEKO-TEX® STeP 認證計劃參與資格的最重要衡量標準。為

	portant criteria used to determine suitability for participation in the OEKO-TEX® STeP certification program. All exclusion criteria must be met in order for a production facility to be eligible for the OEKO-TEX® STeP certification.	了符合 OEKO-TEX® STeP 認證的參與資格，生產設施必須滿足所有的排除標準。
Facility	A factory or location that produces a given good or service. In the context of the STeP Standard, the facility could be a textile or leather factory, cut and sew operation or any derivative of the textile or leather supply chain.	生產特定產品或提供特定服務之設施或場所。在 STeP 標準之脈絡下，「生產設施」可指紡織或皮革設施、裁縫加工單位，或紡織與皮革供應鏈中之任何相關製程單位。
Hazard	A hazard is any biological, chemical, mechanical, environmental or physical agent that is reasonably likely to cause harm or damage to humans, other organisms or the environment in the absence of its control. The identification of hazards is the first step in performing a risk assessment	危害是在缺乏控制時相當可能給人類、其他生物或環境造成傷害或損壞的任何生物、化學、機械、環境或物理因素。識別危害是執行風險評估的第一個步驟
Homeworker	Homeworkers are defined by the International Labour Organization (ILO) as people working from their homes or from other premises other than their facility workplaces, Homeworkers are hired by a facility for specific activities or services to be done from their homes. Homeworkers do not own or operate the business they work for.	根據國際勞工組織（ILO）之定義，「家庭工人」係指於自宅或其他非設施工作場所進行工作的個人。家庭工人由生產設施僱用，以在家中執行特定活動或服務，其本人並不擁有或經營其所服務之企業。
Independency	of OEKO-TEX® STeP: no industrial influence , no political influence , no influence from certificate holders, act as a non-profit organisation	OEKO-TEX® STeP：不受工業影響，不受政治影響，不受證書持有人的影響，是非營利組織
Logistic Centere	A logistics centre for textile and leather product distribution includes storage, re-packaging, assembling and delivery. A logistics centre is a facility dedicated to logistical operations except the transportation itself. A logistics center - under this definition - might be a warehouse, a re-packing facility, a distribution center or similar which might also include possibilities to perform quality control checks and/or repairs.	紡織品和皮革製品的物流中心包括存儲、重新包裝、裝配和配送。物流中心是專注於物流營運，不含運輸的設施。根據該定義，物流中心可能是倉庫，重新包裝設施，配送中心或類似中心，可能還包括執行質量控制檢查和/或維修。
Machine oil	Lubricant, a substance - based on mineral oil - reducing friction between moving surfaces. It can also have the function of transporting foreign particles.	潤滑劑，基於礦物油的減少移動表面之間摩擦的一種物質。它也有輸送異物的功能。

Microplastics	Microplastics are defined as plastic fragments, particles, or fibres smaller than 5mm. These particles can be either manufactured to be small (primary microplastics) or result from the breakdown of larger plastic items (secondary microplastics). Secondary microplastics are formed when larger plastic items, such as synthetic textiles/fibers (synthetic polymers), break down into smaller pieces (fiber fragmentation) due to weathering, UV radiation, and mechanical action like abrasion, grinding, cutting, washing or processing. These particles can persist in the environment for long periods, as plastic materials are highly resistant to biodegradation. Primary microplastics are intentionally produced at a small scale for various applications, such as microbeads/platelets in form of effect prints, flock prints in dyeing/finishing"processes.	微塑膠是指小於 5 毫米的塑膠碎片、顆粒或纖維。 這些微粒既可以是生產出來的小顆粒（原生微塑膠），也可以是由較大的塑膠製品分解而成（二次微塑膠）。 當合成紡織品/纖維（合成聚合物）等較大的塑膠製品因風化、紫外線輻射以及磨損、研磨、切割、清洗或加工等機械作用而分解成較小的碎片（纖維碎裂）時，就會 形成二次微塑膠。 由於塑膠材料具有很強的抗生物降解能力，這些微粒可以在環境中長期存在。 原生微塑膠是為各種用途而有意生產的小型產品，例如用於效果印花的微珠/亮片、染色/整理過程中的植絨印花。
Non-conformity	A non-conformity means that something identified or detected during a OEKO-TEX® STeP audit is an irregularity of the OEKO-TEX® STeP standard. This has not necessarily to be an exclusion criteria, but the occurred problem is related to a critical process and/or procedure identified or detected during the audit.	不符合項是指在 OEKO-TEX® STeP 審核過程中發現或檢測到的不符合 OEKO-TEX® STeP 標準要求的不規範的事物。這不一定是個排除標準，但出現的問題一定是關係到關鍵的工藝或流程的。
Obligation	An obligation is a mandatory action for a facility due to a non-conformity (see above) with OEKO-TEX® STeP requirements. Obligations are always linked to exclusion criteria within the OEKO-TEX® STeP assessment questionnaire and standard. An obligation is mandatory because of non-conformity to exclusion criteria and therefore shall always be scheduled with a specific date (Feedback until...) and need to be reviewed by an OEKO-TEX® STeP auditor.	「義務事項」係指因生產設施未符合 OEKO-TEX® STeP 要求（見上文）而必須執行之強制性行動。此類義務事項均與 OEKO-TEX® STeP 評估問卷及標準中之排除條件相關聯。由於其屬於對排除條件之不符合，因此為強制性要求，須設定具體完成期限（例如「回覆期限至……」），並須由 OEKO-TEX® STeP 審核員進行審查
Organisation	A social entity that has a collective goal and is linked to an external environment. A factory or facility can be owned by an organisation.	一個具共同目標並與外部環境相連的社會實體；設施可由該組織擁有或經營。
Preventive measure	Is an action to eliminate the cause of a potential non-conformity to OEKO-TEX® STeP. Preventive measures are taken to prevent occurrence and incidents.	消除潛在不符合 OEKO-TEX® STeP 的原因的措施。採取預防措施，防止意外事故。

Raw chemical	A raw chemical can be described as either an ingredient or basic chemical. A raw chemical would have a unique CASRN or EC number.	化工原料可以是組份或基本化學品。化工原料具有唯一的 CASRN 編號或 EC 編號。
Recommendation	A suggestion or proposal to increase the process performance and/or the scoring of a OEKO-TEX® STeP certified facility.	建議或提議來增強績效和/或提高 OEKO-TEX® STeP 認證設施的得分。
Risk	risk = hazard x exposure	風險=危害 x 暴露
Solvent agent	(organic solvents) – organic substance that dissolves a solute (a chemically different liquid, solid or gas), resulting in a solution. (e.g. tetrachloro-ethylene, toluene, turpentine, acetone, methyl or ethyl acetate, hexane, petrol ether, citrus terpenes, ethanol or other alcohols).	（有機溶劑）– 指能溶解其他物質（化學性質不同之液體、固體或氣體）而形成溶液之有機化合物。例如：四氯乙烯、甲苯、松節油、丙酮、乙酸甲酯或乙酸乙酯、正己烷、石油醚、柑橘萜烯、乙醇或其他醇類。
Spinning	A mechanical process that requires no water or solvents to produce fibres and yarns (e.g. cotton). "Spinning" includes “melt spinning”, “extrusion spinning”, “direct spinning” and “electro spinning”.	一種在無需使用水或溶劑情況下生產纖維與紗線（如棉纖維）之機械製程。「紡紗」包含「熔融紡絲」、「擠出紡絲」、「直接紡絲」及「靜電紡絲」等方式。
Sub-contractor	A business entity who provides the supplier with textile or leather production related goods and/or services. A sub-contractor is hired by a OEKO-TEX® STeP certified facility to perform a specific task or amount of products (defined by contract) as part of the overall production process.	向供應商提供與紡織或皮革生產相關之商品及 / 或服務之商業實體。分包商係由 OEKO-TEX® STeP 認證設施聘用，以依合約規定執行特定任務或生產特定數量之產品，作為整體生產流程之一部分。
Sub-supplier	A sub-supplier is an enterprise that supplies textile or leather goods, chemicals, facility equipment, machinery and similar goods to a supplier of a OEKO-TEX® STeP certified facility.	次級供應商係指向 OEKO-TEX® STeP 認證設施之供應商提供紡織品、皮革製品、化學品、廠房設備、機械或類似產品之企業
Supplier	A supplier in a supply chain is an enterprise that supplies textile or leather goods, chemicals, facility equipment, machinery and similar goods to the OEKO-TEX® STeP certified facility.	供應鏈中的供應商是指向獲得 OEKO-TEX® STeP 認證之設施提供紡織品、皮革製品、化學品、設備、機械或類似產品的企業。
Sustainability	State of the global system, including environmental, social and economic aspects, in which the needs of the present are met without compromising the ability of future generations to meet their own needs.	全球系統之狀態，涵蓋環境、社會及經濟層面，能在滿足當代需求的同時，不損及後代滿足其自身需求之能力。
Unintended consequences	Reactions to activities that were not intended or unforeseen in the present. The precautionary principle	對目前未預料或不可預見的活動的反應。根據預防原則，如果不確定某活動或過程的後果，應限制具有這類過程的活動。

	states that when in doubt about the consequences of an activity or process, activities using such processes should be limited.	
Worker representative	One or more worker representatives freely elected by workers to facilitate communication with the management representatives and senior management on matters related to OEKO-TEX® STeP social and health& safety module. In facilities organized by unions the worker representative shall be freely elect the worker representative and not be nominated by a union.	以促進同管理代表和高級管理層就 OEKO-TEX® STeP 中社會及職業健康和安全相關事宜進行溝通為目標，由工人自由選舉產生的一個或多個工人代表。在設施的工會組織內的職工代表應能自由選擇工人代表，而不是由工會提名。
Wet/Chemical Processes	Textile and leather production processes using water and chemicals as process medium.	使用水和化學物質作為處理介質的紡織品和皮革生產過程。
Wet spinning	A fibre and yarn production process in the presence of water or solvents (e.g. viscose, modal, acetate, triacetate, acrylic, modacrylic). Some spinning processes differ – but also belong to “wet spinning” in this definition – in that solidification is achieved through evaporation of the solvent. This is usually achieved by a stream of air or inert gas. Because there is no precipitating liquid involved, the fibre does not need to be dried and the solvent is more easily recovered. Acetate, triacetate, acrylic, modacrylic and aramid are produced using this process.	於水或溶劑存在下進行之纖維與紗線生產製程（例如黏膠纖維、莫代爾、醋酸纖維、三醋酸纖維、腈纖維、改性腈纖維等）。部分紡絲工藝雖具差異，但於此定義中亦歸類為「濕紡」，其固化方式乃透過溶劑之蒸發完成。此過程通常以氣流或惰性氣體實現。由於無沉澱液參與，纖維毋須乾燥，且溶劑可更容易回收。醋酸纖維、三醋酸纖維、腈纖維、改性腈纖維及芳綸（aramid）皆採用此工藝製成。
Further definitions, for example regarding the different types of operation used in STeP, can be found in the OEKO-TEX® MADE IN GREEN Standard.		更多定義，例如 STeP 中不同生產類型的定義，請參閱 OEKO-TEX® MADE IN GREEN 標準。

I Annex 附錄

Code of Conduct	行為準則
The OEKO-TEX® Code of Conduct can be found under www.oeko-tex.com/CoC. The OEKO-TEX® STeP Code of Conduct for supplier can be found under www.oeko-tex.com/STeP_CoC .	請參閱 www.oeko-tex.com/CoC 發佈的 OEKO-TEX® 行為準則（CoC）。 請參閱 www.oeko-tex.com/STeP_CoC 發佈的 OEKO-TEX® STeP 供應商行為準則。

STeP

II Annex 附錄

Terms of Use 使用條款（**ToU)**

The OEKO-TEX® Terms of Use (ToU) apply for all OEKO-TEX® products. The ToU can be found under www.oeko-tex.com/ToU.

OEKO-TEX® 使用條款(ToU)適用於所有 OEKO-TEX®產品。可以在 www.oeko-tex.com/ToU 查看 ToU。

Please use the form below to confirm the OEKO-TEX® Terms of Use and send it to the responsible OEKO-TEX® Institute.

請使用下面的表格確認 OEKO-TEX®使用條款並將其發送給相關負責的 OEKO-TEX®機構。

Agreed and accepted by user 用戶同意和接受

By putting its signature at the signature block below, the User confirms that it has read, understood and agrees fully with the Terms of Use and conditions contained herein, including its annexes.

用戶在下面簽名區簽名，表明其確認已經閱讀、理解並完全同意所載的所有條款和條件，包括其附錄。

Company	公司	
Salutation/Name/ Surname	稱謂/姓名/姓	
Street No.	街道地址	
ZIP-Code	郵編	
City	市	
State	州/省	
Country	國家/地區	
Phone / FAX	電話/傳真	
Homepage	主頁	
E-Mail	電子郵箱	

Responsible person 負責人

Name	姓名	
Phone / FAX	電話/傳真	
E-Mail	電子郵箱	

These Terms must be signed by two authorised representatives of the User, one of which is a member of its board and the other, preferably by the individual responsible within the User's organisation for the OEKO-TEX® STeP certification.

這些條款須由用戶的兩名授權代表簽署，其中一名為董事會成員，另一名最好是使用者組織內的 OEKO-TEX® STeP 認證負責人。

STeP

These Terms of Use are hereby signed for and behalf of the User, namely

本使用條款由使用者正式簽署，使用者名稱如下：

registered as a

註冊為

under the laws of

根據 法律

having its registered office address at

其註冊辦事處地址

Date, place / 日期，地點

.....

Director and STeP authorised signatory
董事和 STeP 授權簽署人

.....

Name/Title of STeP authorised signatory
STeP 授權簽署人姓名/職稱

STeP

Management representatives to ensure deputy representation during the STeP audit.	管理代表須確保於 STeP 審查期間具備代理代表在場。

Manager 1	經理 1	
Position/Function	職位或職責	
Full Name	全名	
Manager 2	經理 2	
Position/Function	職位或職責	
Full Name	全名	
Manager 3	經理 3	
Position/Function	職位 / 職能	
Full Name	全名	
Manager 4	經理 4	
Position/Function	職位或職責	
Full Name	全名	
Manager 5	經理 5	
Position/Function	職位或職責	
Full Name	全名	
Manager 6	經理 6	
Position/Function	職位或職責	
Full Name	全名	