

Oasis Fashion Ltd.(Unit-2)

Kashem Complex, Gacha Road, Board Bazar, Gazipur.

MRSL/RSL -SOP
Version Date: 01/02
Prepared Date: 1.1.2019
Effective Date:1.1.2019
Next Review Date: 31.12.2019

MRSL/RSL SOP

Standard Operating Procedure (SOP) on Chemical Regulations.

Name of the factory	Oasis Fashion Ltd.(Unit-2)
Title of SOP	Monitoring chemical changing compliance Requirement.
Purpose	To ensure no use or purchase of Restricted chemical in the factory according to different customer Requirement.
Scope	Full Factory Where chemical use.
Organization/Monitoring Body	<div style="border: 1px solid orange; padding: 5px; margin-bottom: 10px;"><p>Name: Md. Obaidur Rahman Designation: GM(Operation) E-mail: obaidur@oasisbd.net Phone: 01713030059 Responsibilities : To ensure no purchase or use restricted chemicals in the factory.</p></div> <div style="display: flex; justify-content: space-around;"><div style="border: 1px solid orange; padding: 5px; width: 45%;"><p>Name: Md. Mahmudul Hasan Designation: Manager- HR & Compliance E-mail: hradmin@oasisbd.net Phone: 01774125012 Responsibilities: To ensure collecting of MRSL, RSL & Guarantee letter from suppliers and ensure no ban chemical purchase in the factory. To check brand supplier portal & regular communication to brand every month to find any changing in chemical compliance.</p></div><div style="border: 1px solid orange; padding: 5px; width: 45%;"><p>Name: AKM Faisal hosen Designation: store In-charge E-mail: akmfaisal5300@gmail.com Phone: 01720215300 Responsibilities: No purchase restricted chemical & ban chemical. To regular communication to our supplier & collect the necessary documents.</p></div></div>

Communication	Responsible persons will check Brand Supplier Portal to find any changing in chemical compliance(RSL/MRSL). when found any change in chemical compliance then he will communicate with concern authority of the factory.
Procedures	Step-1.ECR and Manager-HR & compliance will check the supplier portal every month and notify responsible persons to carry out the necessary steps for preparing documents .
	Step-2.To maintain regular communication to Brand.
	Step-3.When get any change in chemical compliance, it is documented .

Monitoring chemical changing compliance requirement.

SL NO	CUSTOMER	NAME OF THE REQUIREMENT	DATE OF PUBLISH
1	H&M	RSL	01 January, 2019
2	H&M	MRSL	01 January, 2018

Prepared by: Md. Mahmudul Hasan Manager-HR & Compliance Oasis Fashion Ltd.	Approved By: MD. Obaidur Rahman General Manager Oasis Fashion Ltd.
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