

**Report Number: QIP-ASI112183**

**Audit Date :** 11 May, 2011  
**Expiry Date :** 10 May, 2012

This report is issued by Focus Technology Co., Ltd. (Made-in-China.com) and the supervising inspectorate (SGS-CSTC Standards Technical Services Co., Ltd.) to confirm that:

**Company Name :** Shenzhen Encom Electric Technologies Co., Ltd.  
 深圳市易能电气技术有限公司  
**Showroom :** <http://encomvera.en.made-in-china.com/>  
**Address :** Floor 5/6, Building 4, Minqi Industrial Park, Nanshan District, Shenzhen City, China  
**Product :** AC Drive; Inverter; Frequency Inverter; Variable Frequency Drive; Speed Variable Drive ;AC Motor Drive; AC Inverter

has been on site audited for the Following Scope of Activity

1. General Information
2. Foreign Trade Capacity
3. Product Research & Development Capacity
4. Quality Management System and Product Certification
5. Production Capacity & Quality Control
6. Photos



**General Comments:**

Shenzhen Encom Electric Technologies Co., Ltd. is a manufacturer with 280 employees; it was established in 2004, located in Floor 5/6, Building 4, Minqi Industrial Park, Nanshan District, Shenzhen City, China. The workshops occupy an area of more than 6860.3 square meters. Shenzhen Encom Electric Technologies Co., Ltd. has its own brand "ENC®". They have obtained CE certificates for AC Drive.



Sign for and on behalf of  
 SGS-CSTC Standards Technical Services Co., Ltd.

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# SUPPLIER ASSESSMENT REPORT

Audited Company	Shenzhen Encom Electric Technologies Co., Ltd. 深圳市易能电气技术有限公司
Audited Site:	Floor 5/6, Building 4, Minqi Industrial Park, Nanshan District, Shenzhen City, China
Representative of Audited Company:	Mr. Guo

Consigner of Assessment	Made-in-China.com		
Audit Type	<input checked="" type="checkbox"/> Initial Audit <input type="checkbox"/> Follow-up Audit <input type="checkbox"/> Re-audit		
Valid Date	From 11 May., 2011 to 10 May., 2012		
Auditor	DongNing	Verify Report	<a href="http://www.sgs.com">www.sgs.com</a>
		Reviewed by	Roger Wang

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## Part A: General Information

### Section 1: Company Overview

1.1 Legal Validity			
Does the company have a valid business license?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Others	Registration Number	440301102918464
Year of established	16-Apr-2004	Valid Date	16-Apr-2014
Registered address	Taoyuan Street,, Nanshan District, Shenzhen City, China		
Actual address	Floor 5/6,Building 4, Minqi Industrial Park, Nanshan District, Shenzhen City, China		
Is the annual review done by local authority (Industrial & Commercial Bureau)?	Refer to business license provided; it was reviewed in year 2009.		
Registered capital	RMB10,000,000		
Name of legal representative	Mr. Shen Hong		
Business scope	Electronics and electric devices, Electrical transmission equipment, Mechanical-electrical integration, Industrial automation products research and development, sales; General frequency converter production and development and Technology consulting; Electrical and electronic products sales(above excluding franchised, Control and monopoly goods and limited items). Conduct import and export business(except items forbidden by law, administrative regulations, the state Council, restricted items must be obtained permission to operate)		
1.2 Basic Information			
Contact person	Mr. Guo	Email	<a href="mailto:enc888@163.com">enc888@163.com</a>
Phone number	86-18938023490	Fax number	86-755-26985120
URL/Web address	<a href="http://www.enc.net.cn/en">www.enc.net.cn/en</a>		
Company type	<input checked="" type="checkbox"/> Manufacturer <input type="checkbox"/> Foreign trader		
Type of ownership	<input checked="" type="checkbox"/> Limited Company <input type="checkbox"/> Public Company <input type="checkbox"/> Joint Venture <input type="checkbox"/> State-Owned <input type="checkbox"/> Private Owner <input type="checkbox"/> Wholly foreign-owned enterprises		
Subsidiary company	Nil		
Products manufactured / sold scope	AC Drive; Inverter; Frequency Inverter; Variable Frequency Drive; Speed Variable Drive ;AC Motor Drive; AC Inverter		
1.3 Company Building Information			
According to: <input type="checkbox"/> Land certificate <input type="checkbox"/> Real estate certificate <input checked="" type="checkbox"/> Lease agreement			
The workshops occupy 6860.3 square meters.			

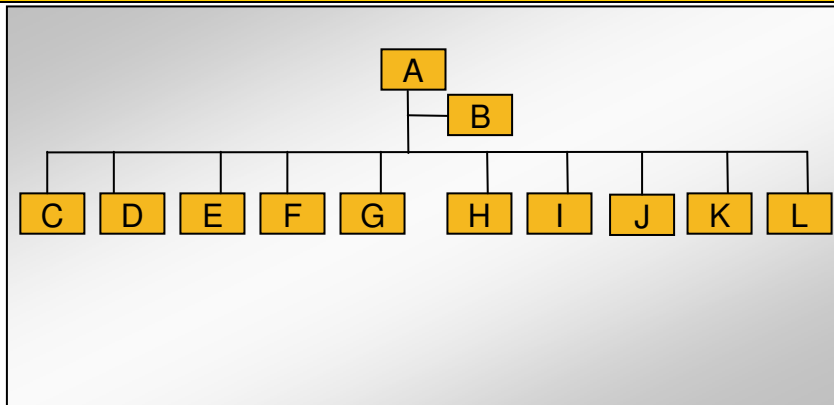
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## Section 2: Human Resources

### 2.1 Company Chart



### 2.2 Explanation of Code and Employee Details

Code	Department	Number of employees
A	Directorate	10 employees
B	General Manager & Vice General Manager	3 employees
C	Engineering Dept.	20 employees
D	Quality Dept.	25 employees
E	Financial Dept.	5 employees
F	Foreign Trade Dept.	6 employees
G	Production Dept.	80 employees
H	HR	17 employees
I	Purchase Dept.	12 employees
J	Marketing Dept.	40 employees
K	Business Dept.	12 employees
L	R&D Dept.	50 employees
<b>Number in total:</b>		280

### 2.3 Key Staff

Title	Full name	Education	Working experience for this trade / total experience
General Manager	Mr. Shen Hong	Master's Degree	30 Years/30 Years
Manager of R&D Dept.	Mr. Cai Xiaobin	University	13 Years/13 Years
Sales manager	Ms. Chen Junxia	University	7 Years/7 Years

Remark: Above information of key staff was based on interview with company representative.

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## Part B: Foreign Trade Capacity

### Section 1: Export Overall Situation

1.1 Export Overall Situation	
Does the company have a valid export license?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
The import and export enterprise code.	Nil
The number of foreign trading staff with relevant trading experience.	<input checked="" type="checkbox"/> within 1 year 4 staffs <input checked="" type="checkbox"/> 2-5 years 1 staff <input checked="" type="checkbox"/> 5-10 years 1 staff <input type="checkbox"/> over 10 years staff Total 6 staffs
The language freely used by foreign trade staff	<input checked="" type="checkbox"/> English <input type="checkbox"/> others
Annual revenue of previous year	Based on interview with Mr. Guo; this revenue was RMB150 million in year 2010.
Annual export revenue of previous year	Based on interview with Mr. Guo; this revenue was RMB 8 million in year 2010.
Estimated export revenue for this year.	Based on interview with Mr. Guo; the estimated export revenue was RMB 15million in this year.
Overseas agent	Nil
Nearest port	Yantian Port, Shenzhen City
Acceptable quotation	<input checked="" type="checkbox"/> FOB <input checked="" type="checkbox"/> CIF
Acceptable payment type	<input type="checkbox"/> LC <input checked="" type="checkbox"/> T/T
What is the company's projected average lead time from PO confirmation to production EX works delivery?	Based on interview with Mr. Guo; the average lead time was 20 workdays from PO confirmation to EX works delivery.

### Section 2: Export Business Capacity

2.1 Market Distribution (please list top three areas)		
Market	Main Product	% of Total Business Volume (last year)
Europe	AC Drive; Inverter; Frequency Inverter; Variable Frequency Drive; Speed Variable Drive ;AC Motor Drive; AC Inverter	4%
Southeast Asia	AC Drive; Inverter; Frequency Inverter; Variable Frequency Drive; Speed Variable Drive ;AC Motor Drive; AC Inverter	1.5%
Domestic	AC Drive; Inverter; Frequency Inverter; Variable Frequency Drive; Speed Variable Drive ;AC Motor Drive; AC Inverter	94.5%

Remark: Above information of business volume was claimed by company representative.

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**Section 3: Supplier Management**

3.1 Supplier Management		
Item	Content	Observations /Comments
1	Does the company establish and implement an effective suppliers' assessment procedure?	<input type="checkbox"/> Have the written procedures and followed records <input checked="" type="checkbox"/> Have the written procedures but no records <input type="checkbox"/> Have relevant records without written procedure <input type="checkbox"/> No written procedures or followed records
2	Does the company have an updated list of approved suppliers?	<input checked="" type="checkbox"/> The approved suppliers list was updated in <u>2011</u> <input type="checkbox"/> Have the written suppliers without approved signature or date. <input type="checkbox"/> Provided some suppliers names <input type="checkbox"/> No approved suppliers list

**Section 4: After-sales Service Capacity**

4.1 After-sales Service Capacity		
Item	Content	Observations /Comments
1	Is there a procedure to conduct random product inspection after final packaging in place?	<input type="checkbox"/> Have clear standards and written inspection records <input type="checkbox"/> No written standards but had inspection reports <input type="checkbox"/> Have the procedures but no inspection records <input checked="" type="checkbox"/> It's not necessary to carry out the inspection
2	Is there a clear procedure for handling customer complaints?	<input checked="" type="checkbox"/> Has the clear procedure and followed records <input type="checkbox"/> Has the procedure but no written records. <input type="checkbox"/> No written procedures or records.
3	Can the finished/packaged product be traced by lot identification to the appropriate raw materials test reports?	<input type="checkbox"/> Have the procedures to trace the raw materials. <input type="checkbox"/> Can trace main materials <input checked="" type="checkbox"/> Can trace production date. <input type="checkbox"/> Can't trace products
4	Are corrective & preventive actions mechanism established and implemented effectively (including the suppliers/ sub-contractors control, incoming inspection, process control, final inspection and customer complaint)?	<input checked="" type="checkbox"/> Has the clear procedure and followed records <input type="checkbox"/> Has the procedure but no written records. <input type="checkbox"/> No written procedures or records.

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### Part C: Product Research & Development Capacity

1.1 Product Research & Development Capacity	
The amount of R&D and relevant working experience.	<input checked="" type="checkbox"/> within 1 year 6 staffs <input checked="" type="checkbox"/> 2-5 years 30 staffs <input checked="" type="checkbox"/> 5-10 years 14 staffs <input type="checkbox"/> over 10 years staff Total 50 engineers
What is the main job responsibility for R&D engineers?	The main job is new software/hardware making.
Does the company have its own brand, or ODM, OEM, others?	The company had their own brand "ENC®".
Is there any relevant design input, output, review, verification and validation documentation available for auditor to review?	Refer to the related documents provided by the company; auditor noted there was the relevant design input, output, review, verification.
Is there any special software or instrument used by the R&D staffs during the design process of new products? If yes, please list the main software or instrument.	Software: AutoCAD, Pro/E
Does the company have an effective design change control procedure in place?	Refer to related records; auditor noted that this company had established an effective design change controlling procedure.
Please list the patent certificates and qualification license.	Nil

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**Part D: Quality Management System and Product Certification**

1.1 Quality Management System and Product Certification	
<p>Has the company obtained a valid certificate for its quality management system? Such as ISO9001, QC080000 and etc.</p>	<p>Nil</p>
<p>Is product certification done in terms of selling designation (UL for US, CCC for China, CE for Europe ...) at the company?</p> <p>I) Product certification list? if any</p> <p>II) Sample of product certification, if any (at least one of key products)?</p> <p>III) Copy of product certification sample (1-5 key products, if any)?</p>	<p>1).CE Certificate                      -.Certificate Number: CE10202                      -.Applicant Name: Shenzhen Encom Electric Technologies Co., Ltd.                      -.Applicant Address: West 4<sup>th</sup> Floor, Gate Two, 25<sup>th</sup> Block Factory, Science&amp; Technology Area, Nanshan District, Shenzhen, Guangdong, China                      -.Manufacturer by: Shenzhen Encom Electric Technologies Co., Ltd.                      -.Manufacturer' address: West 4<sup>th</sup> Floor, Gate Two, 25<sup>th</sup> Block Factory, Science&amp; Technology Area, Nanshan District, Shenzhen, Guangdong, China                      -.Product Description: Multi-function AC Drive                      -.Model/Part Number: EDS1000                      -.Serial Number(s) Tested: Prototype                      -.Test Report                      Number:SHE-0609-5777-CE/SHE-0609-5777-SAFETY                      -.Date of testing: 2006,October 12<sup>th</sup> to 13<sup>th</sup> /2006, Sep 21<sup>st</sup> to 26<sup>th</sup></p> <p>2).CE Certificate                      -.Certificate Number: CE10203                      -.Applicant Name: Shenzhen Encom Electric Technologies Co., Ltd.                      -.Applicant Address: West 4<sup>th</sup> Floor, Gate Two, 25<sup>th</sup> Block Factory, Science&amp; Technology Area, Nanshan District, Shenzhen, Guangdong, China                      -.Manufacturer by: Shenzhen Encom Electric Technologies Co., Ltd.                      -.Manufacturer' address: West 4<sup>th</sup> Floor, Gate Two, 25<sup>th</sup> Block Factory, Science&amp; Technology Area, Nanshan District, Shenzhen, Guangdong, China                      -.Product Description: Multi-function AC Drive                      -.Model/Part Number: EDS2860                      -.Serial Number(s) Tested: Prototype                      -.Test Report                      Number:SHE-0609-5778-CE/SHE-0609-5778-SAFETY                      -.Date of testing: 2006,October 23<sup>rd</sup> to 24<sup>th</sup> /2006, Sep 21<sup>st</sup> to 26<sup>th</sup></p>

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## Part E: Production Capacity & Quality Control

### Section 1: Production Capacity

#### 1.1 Production Workflow Chart

	→		→		→
Raw materials		QC inspection		Assembly	
	→		→		
Testing		Packing		Packed products	

#### 1.2 Products Situation (Top three Product Categories)

Product Category	Capacity in Top Month	Average Capacity	Total in 2010
 <b>Description:</b> EDS800 Universal mini inverter	15000 sets	12000 sets	144000 sets
 <b>Description:</b> EDS1000 series multi-function universal inverter	7000 sets	6000 sets	72000 sets

#### 1.3 Main Facilities

Picture	Facility name	Brand or Country/Region of origin	Quantity
Nil			

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## Section 2: Production Process Control

2.1 Production Process Control		
Item	Content	Observations /Comments
1	Are the environmental conditions, such as tidiness and cleanliness being controlled and suitable for the operation performed?	<input type="checkbox"/> Very tidy <input checked="" type="checkbox"/> Normal <input type="checkbox"/> Need to improve <input type="checkbox"/> Very poor
2	Are the necessary items /documents provided at appropriate location and under control?	<input checked="" type="checkbox"/> Work Instructions /procedures <input type="checkbox"/> Workmanship standard /acceptance <input type="checkbox"/> Golden sample /Approval sample <input type="checkbox"/> Product picture <input type="checkbox"/> Verbal by workshop director
3	Are written instructions available for incoming material inspections /testing? Is the relevant record maintained?	<input checked="" type="checkbox"/> Has instructions and uniformly followed <input type="checkbox"/> Has instruction but no written records <input type="checkbox"/> Materials checked by storage staff
4	Are written inspections /testing instructions available for finished products? Is the relevant record maintained?	<input checked="" type="checkbox"/> Have instructions and uniformly followed <input type="checkbox"/> Have instruction but no written records <input type="checkbox"/> Finished product checked by packing staff
5	What type of inspection is used for finished products?	<input type="checkbox"/> Random inspection <input type="checkbox"/> Visual inspection <input type="checkbox"/> Function inspection <input checked="" type="checkbox"/> 100% inspection <input checked="" type="checkbox"/> Visual inspection <input checked="" type="checkbox"/> Function inspection
6	Are non-conforming units clearly marked/ segregated to prevent accidental dispatch?	<input checked="" type="checkbox"/> Marked and segregated <input type="checkbox"/> Segregated but not marked clearly <input type="checkbox"/> Not found on site
7	How are the non-conforming units handled?	<input checked="" type="checkbox"/> Repaired and re-inspection <input type="checkbox"/> Picked out <input type="checkbox"/> Used under control <input type="checkbox"/> Others

## Section 3: Company Development / Expansion Plans

3.1 Company Development / Expansion Plans		
Item	Company Development Action(s)	Timeframe
	Nil	

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Part H: Photos

Section 1: Photos of Documents

1.1 Photos of Documents



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**Section 2: Photos of Company**

**2.1 Photos of Company and Product Sample**

Description: Company Gate



Description: Office



Description: Workshop



Description: Workshop



Description: Warehouse



Description: Warehouse



-- End of the Report --

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