

Supplier Code of Conduct

Appendix to the General Terms and Conditions of Purchase of Griesson - de Beukelaer GmbH & Co. KG

In addition to section 4.5 of the General Terms and Conditions of Purchase of Griesson - de Beukelaer GmbH & Co. KG dated October 2017, the following requirements for compliance with human rights and anti-corruption apply. They have to be promoted and demanded as best as possible within the own company and throughout the entire supply chain.

Protection and respect for human rights

We expect decent and fair working conditions from our suppliers. The principles set out in the United Nations Universal Declaration of Human Rights and the applicable conventions of the International Labor Organization (ILO) are recognized and the minimum criteria set out in the ETI Base Code (Ethical Trading Initiative) are met:

Employment is freely chosen

Any kind of forced labour, bondage, involuntary prison labour and trafficking is prohibited. Workers are free to leave their employer after reasonable notice.

Freedom of association and the right to collective bargaining are respected

Workers, without distinction, have the right to join or form trade unions of their own choosing and to bargain collectively. Workers representatives are not discriminated against and have access to carry out their representative functions in the workplace.

Working conditions are safe and hygienic

A safe and hygienic working environment shall be provided, bearing in mind the prevailing knowledge of the industry and of any specific hazards. Adequate steps shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in the course of work, by minimising, as far as reasonably practicable, the causes of hazards inherent in the working environment. Workers shall receive regular and recorded health and safety training. Access to clean toilet facilities and to potable water, and, if appropriate, sanitary facilities for food storage shall be provided. Accommodation, where provided, shall be clean, safe, and meet the basic needs of the workers.

Child labour shall not be used

There shall be no recruitment of child labour as defined in the provisions of the ILO and UN conventions and/ or national law. The minimum age for employment of minors is not below the applicable age of compulsory education and is at least 15 years, unless ILO exceptions apply. The right of children to education is respected. Children and young persons under 18 years shall not be employed at night or in hazardous conditions. Date: 21.01.2020

Regular employment is provided

Before entering into employment, workers are provided with clear information about their rights, responsibilities, working conditions and wages. To every extent possible work performed must be on the basis of recognised employment relationship established through national law and practice. Obligations to employees under labour or social security laws and regulations arising from the regular employment relationship shall not be avoided through e.g. the excessive use of fixed-term contracts, sub-contracting or other working arrangements.

Living wages are paid (see also 4.6 general terms & conditions of purchase)

Wages have to be paid on time, regularly and completely. Deductions from wages as a disciplinary measure shall not be permitted nor shall any deductions from wages not provided for by national law be permitted without the expressed permission of the worker concerned. All disciplinary measures should be recorded.

Working hours are not excessive

Working hours must comply with national laws and collective agreements, whichever affords the greater protection for workers. Working hours, excluding overtime, shall be defined by contract, and shall not exceed 48 hours per week. All overtime shall be voluntary and limited in time. Overtime shall always be compensated at a premium rate, which is recommended to be not less than 125%. Working hours in any seven day period may not exceed 60 hours. Exceptions are only permitted in exceptional circumstances, which are detailed in the ETI-Base Code section 6.5. Workers shall be provided with at least one day off in every seven day period or, where allowed by national law, two days off in every 14 day period.

No discrimination is practiced

There is no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.

No harsh or inhumane treatment is allowed

Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation shall be prohibited.

Environment

Negative environmental impacts during the manufacture and transport of the products have to be reduced continuously. This includes at least the careful use of energy & water, waste management, careful handling of dangerous substances, the reduction of greenhouse gas emissions as well as protection of biodiversity and no deforestation. Suppliers shall comply with all applicable environmental laws, regulations and industry standards.

Animal welfare

When using animals, species-appropriate animal husbandry and all applicable animal welfare regulations have to be applied. Measures that torture animals and cause suffering and pain to animals should be avoided.

Compliance

To avoid conflicts of interest, any form of corruption, blackmail, embezzlement and bribery is unacceptable to us. This includes making available, offering and accepting any kind of gifts or benefits. If you have any questions or comments, please contact our anti-corruption commissioner or our ombudsman, who, in particular, treat the identity of the whistleblowers confidentially. The contact details can be found on our website under „Compliance“.

We expect our business partners to have accurate information about their activities, structure and performance and to disclose it in accordance with applicable regulations and industry standards.