

## SUPPLIER CODE OF CONDUCT

### **HUMAN RIGHTS AND EMPLOYMENT PRACTICES**

**No forced or bonded labour:** No form of forced, trafficked, indentured, or involuntary labour including imprisonment will be allowed.

**No child labour:** No employment of workers below legal minimum age and never below 15 years will be allowed. Younger workers (15- 18 years) will be granted special protection and education.

**No Discrimination:** Ensure equal opportunities for people of all genders, ages, ethnicities, religions, sexual orientations, nationalities, political opinions or disabilities and prevent discrimination of any kind.

**Women's Rights:** Women workers will receive equal remuneration, benefits, treatment evaluation of their work and opportunity to fill all position open to male workers. Pregnancy test will not be demanded at any point of the hiring process and employment duration. Maternity leaves will not be reason or threat of dismissal, loss of seniority or deduction of wages and the return to the same conditions must be ensured. Workers will not be exposed to hazards that may endanger reproductive health.

**No harassment or abuse:** Employees must be treated with respect and dignity and will not be subjected to threats of violence, sexual harassment or psychological or verbal abuse.

**Freedom of association and the right to collective bargaining:** Ensure right of workers to form worker's associations or unions and to engage in collective bargaining.

**Fair Payment:** Ensure a fair remuneration, benefits and compensation packages for all workers. Wages need to at least follow governments legislation or industry standards (whichever is higher).

**Reasonable working hours:** Regular working hours should not exceed 48 hours per week, 60 hours including overtime. The use of overtime is to be exceptional, voluntary and paid at a premium rate. Workers are entitled to one day off for every seven-day period worked.

**Legally binding employment contracts:** Employ workers on the basis of documented contracts according to law and avoid any precarious employment.

### **ENVIRONMENT, HEALTH AND SAFETY**

**Protection of the Environment:** Prevent or minimize adverse effects on community, natural resources and the overall environment.

**Safe and healthy working conditions:** Ensure prevention of accidents and occupational hazards for all workers. Analyse and minimize any health risks at work.

**Hygiene:** Access to clean and hygienic facilities and to potable water will be provided for all workers.

**Security:** All security measures to ensure that all the contents shipped are safe secured and legal avoiding of any sort of contraband cargo will be taken.

**Chemical compliance:** Avoid hazardous substances in processes and products in order to comply with all chemical restrictions and regulations in each and every country where EXPED manufactures, distributes and sells its products.

### **ETHICAL BUSINESS BEHAVIOURS**

**No Corruption:** The necessary measures must be taken to avoid any act of corruption, extortion, embezzlement, bribery or fraud.

**Confidentiality:** Respect confidential information and intellectual property rights towards EXPED and third parties.

**No Subcontracting:** Not any part of Exped's production may be outsourced without prior mutual agreement hereon.

**Compliance with law:** Ensure that production, products, services and manufacturing plants are in compliance with applicable laws and regulations.

**Transparency:** Transparent communication about the business practice and the documentation necessary to demonstrate compliance with this Code of Conduct must be available for EXPED in case of announced and unannounced inspections.

**EXPED expects all their suppliers to comply with above requirements and to support EXPED in freeing their supply chain from factories not obliging to the above.**