



Ecotone Suppliers Code Of Conduct

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1. Scope & objectives

We, ecotone, aims at forming fair and ethical relationships with our suppliers.

- This Code applies to all ecotone suppliers.
- It defines the ethical conduct expectations for our suppliers.
- We expect all our suppliers to accept and adhere to this code with no exception and to have a shared responsibility for supply chain transparency.

2. Suppliers selection

Our processes to select and collaborate with our suppliers are defined in our GPC (General Purchase Conditions) and PQB (Product Quality Booklet).

3. Bribery/corruption, records of transactions and gifts

- Bribes in any form are unacceptable to Ecotone. Any personal payments or bribes to individuals employed by Ecotone's suppliers, to government or regulatory officials or receipts of bribes or personal payments by Ecotone employees are strictly prohibited.
- Ecotone expects its suppliers to strive for compliance with the highest levels of transparency and accountability throughout its company.
- Records of transactions should be maintained in an accurate, complete and timely manner in accordance with the relevant accounting principles.
- No unrecorded funds or assets should be established or maintained.
- Personal gifts or favours of a commercial value of €250 (or the equivalent) or above, may not be made or accepted by any Ecotone employee.



4. General Principles

Compliance with law

- Suppliers are a responsible partner in society, acting with integrity towards all its stakeholders and others who can be affected by their activities. Suppliers shall observe the applicable laws of the countries in which they operate.
- Additionally, suppliers shall ensure that their products, services and shipments adhere to all applicable international trade compliance laws, rules and regulations

Human rights and labour rights

- Suppliers shall support and respect human rights and strive to ensure that their activities do not make them accessory to infringements of human rights
- Accordingly, suppliers shall comply with the International Labour Organisation based conventions: [Conventions and Recommendations \(ilo.org\)](http://www.ilo.org)

Wages & benefits

- Suppliers shall pay workers at least the minimum wage required by local law, or the prevailing industry wage if no minimum wage law applies and shall provide legally mandated benefits. Wages shall always be enough to meet basic needs and to provide some discretionary income.
- Suppliers shall provide workers with written and understandable information about their employment conditions and wages.
- Suppliers shall not deduct money from wages as a disciplinary measure nor shall any deductions from wages that are not provided for by national law be permitted without the express permission of workers concerned.

Hours of Work

- Workers should not be required to work more than 48 hours a week on a regular basis and 60 hours a week at a maximum except in extraordinary business circumstances. Workers should be granted at least one day off in every seven-day period or, where allowed by national law, 2 days off in every 14-day period.
- Suppliers shall not require workers to work overtime and shall compensate overtime at a premium rate.

Non-discrimination

- Suppliers shall not subject any person to discrimination in employment (including hiring, salary, benefits, advancement, discipline, termination, or retirement) based on gender, race, religion, age, disability, sexual orientation, nationality, political opinion, union membership or social or ethnic origin.

Regular employment is provided

- To every extent possible work performed must be on the basis of recognised employment relationships established through national law and practice.
- Suppliers shall not avoid their obligations to employees under labour or social security laws and regulations arising from regular employment relationships through the use of labour-only contracting, sub-contracting and home-working arrangements, or through apprenticeship schemes where there is no real intent to impart skills or provide regular employment, nor shall any such obligations be avoided through the excessive use of fixed-term contracts of employment.



Harassment & abuse

- Suppliers shall treat every employee with respect and dignity, and shall not subject any employee to physical, sexual, psychological, or verbal harassment or abuse or other form of intimidation.

Third party labour agencies

- Relationships with labour agencies shall be covered by contracts and Service Level Agreements which meet national legal requirements and the requirements of this Code of Conduct.
- Labour agencies should be audited on a regular basis to ensure compliance with this Code and national legal requirements.

Smallholders

- Where smallholders exist in the supply chain, suppliers will contract with them responsibly ensuring that smallholders basic incomes are met.
- Suppliers shall work with smallholders to ensure they meet the relevant requirements of the Code of Conduct.

Gender Balance

- Suppliers shall promote gender balance, i.e. promoting equal participation of women and men in all areas of work, projects or programs and promoting equal rights, responsibilities and opportunities for women and men.

Environment

- Suppliers – in line with their commitment to sustainable development- shall do all that is reasonable and practicable to minimize adverse effects on the environment.

5. Modern Slavery statement (UK specific)

- Suppliers which carry on a business or part of a business in the UK and which have a total turnover of £36 million and above are required to prepare a slavery and human trafficking statement for each financial year and to publish this.

6. Supplier Ethical Data Exchange (SEDEX):

- All Ecotone's suppliers (except NPI suppliers*) must register on [SEDEX](#), the Supplier Ethical Data Exchange, in order to show their compliance with the labour requirements of our Code of Conduct.
- Suppliers will be expected to work with Ecotone to resolve instances where the Code of Conduct is not being complied with.
- We will not continue doing business with companies who are unwilling to work with us to resolve ethical issues.

*NPI: Non Productive Items.