



Code of conduct

FABIENNE CHAPOT

Introduction

For whom and why

This Code Of Conduct (COC) is made for all suppliers who are producing products and/or supplies for the products for Fabienne Chapot. Workers at Fabienne Chapot with contact with the suppliers must be aware of the COC. Since this is an ongoing process, we would like to point out that the COC can change over time. We will always update parties related with the latest version.

We made this COC to be more clear about what we expect from our suppliers, but we want to work on this together with our suppliers. If there are any problems, please notify your contact person at Fabienne Chapot. See at the bottom of the COC the buyers commitment. Our code of conduct is based on the BSCI principles because we want to use the BSCI audits as a tool to make sure the COC is maintained. Next to this we took into account all themes we are working on with the Dutch Agreement on Sustainable Garments and Textile and the take into account the International Labour Organization (ILO). *

In order to make sure the COC can be maintained, we do not allow any subcontracting with the orders we place. If there are subcontractors you work on a regular base with, please inform us so we can make a list of preferably subcontracting list. Any other subcontracting is not allowed. When needed in exceptionally occasions, check with your product developer for approval, before starting on the order with the subcontractor.

Working conditions & working environment

Rights of freedom of association and collective bargaining

Business partners shall: (a) respect the right of workers to form unions in a free and democratic way; (b) not discriminate against workers because of trade union membership and (c) respect workers' right to bargain collectively, and (d) respect the right for workers to strike.

Business partners shall not prevent workers' representatives from having access to workers in the workplace or from interacting with them.

When operating in countries where trade union activity is unlawful or where free and democratic trade union activity is not allowed, business partners shall respect this principle by allowing workers to freely elect their own representatives with whom the company can enter into dialogue about workplace issues.

No discrimination

Business partners shall not discriminate, exclude or have certain preference for persons on the basis of gender, age, religion, race, caste, birth, social background, disability, ethnic and national origin, nationality, membership in unions or any other legitimated organisations, political affiliation or opinions, sexual orientation, family responsibilities, marital status, diseases or any other condition that could give rise to discrimination. In particular, workers shall not be harassed or disciplined on any of the grounds listed above.

Fair remuneration

Wages paid for normal working hours, overtime and overtime allowances must match or exceed the statutory minimum and/or sectoral norms in the country concerned. No illegal, unjustified or penal deductions for salaries and wages may take place. In situations where the statutory minimum wage and/or sectoral norms do not cover the cost of living and do not offer any extra spending power, suppliers must give their employees adequate remuneration that covers these needs. Reduction of wages as disciplinary measure is prohibited. Suppliers must ensure that employees receive clear, detailed and regular information on the composition of the wages; the suppliers must also ensure that the wages are paid in compliance with all relevant laws and regulations and that the payment takes place in a manner appropriate for the employees.

Decent working hours

The supplier must comply with relevant laws, regulations and sectoral standards relating to working hours. The maximum permitted number of working hours must comply with national legislation, but will not regularly exceed 48 hours within one week and the maximum permitted number of overtime hours within one week shall not exceed 12. Overtime must take place on a voluntary basis only and must be paid as an extra allowance. An employee is entitled to at least one free day after working for six successive days.

Occupational Health and Safety

A package of regulations and procedures must be complied, in which all aspects of health and safety at work are regulated, in particular the provision and use of personal protective equipment (PPE), stable and safe equipment and buildings they use, clean toilets, access to drinking water and if applicable hygienic facilities for storing food, eating and resting. Working methods and working conditions and circumstances in sleeping facilities that infringe basic human rights are prohibited. Young employees, new and expecting mothers and persons with disabilities, in particular will not be exposed to high-risk, unsafe or unhealthy conditions.

No Child labour

Child labour is prohibited, as stated in the ILO and UN conventions and/or national laws and regulations. The strictest of these requirements must be followed. Children below the minimum age of completion of compulsory schooling as defined by law, which should not be less than 15 years, unless the exceptions recognised by the ILO apply cannot be directly or indirectly employed by business partners.

Business partners must establish robust age-verification mechanisms as part of the recruitment process, which may not be in any way degrading or disrespectful to the worker. This principle aims to protect children from any form of exploitation. Special care is to be taken on the occasion of dismissal of children, as they can move into more hazardous employment, such as prostitution or drug trafficking. In removing children from the workplace, business partners should identify in a proactive manner, measures to ensure the protection of affected children. When appropriate, they shall pursue the possibility to provide decent work for adult household members of the affected children's family.

No bonded labour / No forced labour

All forms of forced labour is prohibited. The same applies for labour by prisoners in which basic human rights are infringed. The use of physical or psychological force and verbal abuse is prohibited. Business partners shall allow their workers the right to leave work and freely terminate their employment provided that workers give reasonable notice to the employer. Overtime is voluntary, not against workers will.

No corruption / No bribery

Fabienne Chapot strictly prohibits any form of corruption, extortion and/or embezzlement. National and/or international anti-corruption provisions must not be violated. This does apply including but not limited to the U.S. Foreign Corrupt Practices Act (FCPA), any international anti-bribery conventions and local anti-bribery provisions. The supplier shall under no circumstances offer, accept or tolerate bribes (such as money, gifts or similar benefits) in order to obtain an improper business advantage. The supplier expressly understands that Fabienne Chapot and its staff is for legal reasons not allowed to take or accept any bribes as described above from the supplier.

Environment and society

Protection of the Environment

Business partners observe this principle when they take the necessary measures to avoid environmental degradation, without prejudice to specific expectations to set out in this chapter.

Business partners should assess significant environmental impact of operations, and establish effective policies and procedures that reflect their environmental responsibility.

They will see to implement adequate measures to prevent or minimise adverse effects on the community, natural resources and the overall environment.

Use of sustainable raw materials

When possible, we aim for the use of sustainable raw materials and materials. We are looking into the possibilities of making fabrics and/or trimmings out of recycled material and aim to use mostly organic resources for natural materials. Examples of sustainable fabrics are GOTS certified organic cotton, Lenzing™ fabrics and recycled fabrics.

Animal welfare

Our producers and the raw materials for our products are produced in an animal-friendly manner. If we are not sure the material can come from an animal friendly source, we prefer not to use it (such as fur). We do not use mohair, real

down, exotic skins, real fur, bone, horn shell (including mother of pearl), teeth and angora.

In the EU, animals are considered to be sentient beings. The Dutch Animals Act [Wet dieren] states that an animal has intrinsic value (Section 1.3) and that animals must be treated with respect. The act therefore lays down rules for handling animals. The international dialogue on animal welfare is based on the Five Freedoms: These state that animals must be:

1. Free from thirst, hunger and incorrect feeding by ready access to fresh water and a diet to maintain good health and vigour;
2. Free from physical and thermal discomfort by providing an appropriate environment including shelter and a comfortable resting area;
3. Free from pain, injury or disease by prevention or rapid diagnosis and treatment;
4. Free from fear and chronic stress by ensuring conditions and treatment which avoid mental suffering;
5. Free to express their natural behaviour by providing sufficient space, proper facilities and company of the animal's own kind.

Chemicals, water pollution and waste management

All garments must comply to European Legislation on Environmental and Chemical compliance. Textiles are tested based on the European REACH system (Registration, Evaluation and Authorization of Chemicals). REACH encompasses registered chemicals that up to a specific level (limit) are not allowed to be found in a final product that is put on the market. Garments need to be tested at all times by international accredited testing labs to check if they comply with REACH before being traded on the market. Fabienne Chapot is leading in this procedure. We prefer using OEKO-TEX 1002 to make sure there are not hazardous chemicals in the garment. Next to that we refer to our Restricted Substances List (RSL).

Supplier must ensure the quality of the discharged water meets the parameters as stipulated in local and national regulations and/or in the water discharge permit. To achieve this, the quality of the discharged water must be monitored through periodic testing. You can follow the ZDHC waste water guidelines.

It is important that the supplier follow the local law regarding water pollution and usage of chemicals, water and energy. This is mainly important with wet processes facilities but also wet processes in house (washing and printing).

The frequency of testing must at a minimum meet the legal requirements. Quality and quantity of wastewater must be monitored at the suppliers. The supplier should set targets to improve the quality and reduce the quantities of discharged water. There should be a procedure in place for how to handle in case the discharged water does not meet the quality requirements. Relevant employees must be trained in this procedure.

Supplier must segregate different waste streams (textile, paper, glass, plastic, metals, wood/pallets, and hazardous waste) at a minimum in accordance with local and national regulations. Supplier should stimulate the contractor to find recycling opportunities for the waste streams. Supplier need to monitor the volumes and types of waste produced on site and set targets to reduce the amount of waste.

Sign: Fabienne Chapot

Sign: _____

Date:

Date:

** The Agreement builds on a number of international guidelines:*

OECD Guidelines for Multinational Enterprises; OECD Guidelines for Multinational Enterprises (2011), chapter 5, article 4b

UN Guiding Principles on Business and Human Rights;

UNCRC Article 32, Convention on the Rights of the Child;

Declaration on Fundamental Principles and Rights at Work of the International Labour Organisation (ILO); the 8 fundamental rights at work: (right to freedom of organisation and collective bargaining (ILO C 87, ILO C 98), prohibition on forced labour (ILO C 29 and ILO C 105), prohibition on child labour (ILO C 138 and ILO C 182), prohibition on discrimination (ILO C 110 and ILO C 111) Equal Remuneration Convention (ILO C 100), Maternity Protection Convention (ILO C 183), Violence and Harassment (ILO C 190), ILO Protocol 2014 to the Forced Labour Convention, Minimum Wage-Fixing Machinery Convention (ILO C 26 and ILO C 131), Occupational Safety and Health Convention (ILO C 155) Five freedoms of animal welfare (FAWC, 1993).

Buyer commitment

We realise that our purchasing practises has possibly negative impact on human, animal and/or environment. This is why we added this buying commitment. We aim to discuss our possible negative impact and will ask for feedback from you, the supplier.

We, the buyer, commit to supporting our suppliers to meet the required labour rights standards by:

- Continuously working to improve our policies and practice to enable our suppliers to be able to meet their commitments as outlined in this code of conduct.
- Treating suppliers with respect and consideration in all our dealings and communications.
- Communicating clearly, promptly and accurately on all issues concerning orders.
- Never negotiating a price that is below the cost of production, as this will impact on the wages and working conditions of workers.
- Staying with our current supplier if a higher price will ensure decent wages and working conditions for workers, rather than moving our business elsewhere purely on the basis of price.
- Placing orders with lead times that do not trigger excessive working hours or sub-contracting.
- Refraining from changing orders repeatedly and with short notice. If changes are unavoidable, amending target delivery times accordingly.
- Providing material and practical support to our suppliers in striving to meet their obligations under this code of conduct.
- Sharing the cost of implementing and monitoring improvements in working conditions.
- Taking pay and working conditions of workers into consideration when reviewing our business relationship, rather than ending a business relationship purely on the grounds of price or quality.

Sign: Fabienne Chapot

Sign: _____

Date:

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