

# FABIENNE CHAPOT

*CODE OF CONDUCT*

# INTRODUCTION

for whom  
& why?

FABIENCE  
CHAPOT

At Fabienne Chapot we care for our collection, the materials we use, and the full supplychain involved in the making of our garments. As a female founded company, our vision is to rule the world with feminine energy. We want to bring positive change through facilitating female power, and the creation of more responsible products. We aim for long term relations with our business partners to co-create the most beautiful products, but also to take care of the people that work on it. We want to get insight in the social and environmental impact of our products and work on improvement where needed. Transparency of production locations and circumstances at all facilities working on our products are of great importance.

This Code Of Conduct (COC) is made for all suppliers who are producing products and/or supplies for the products for Fabienne Chapot. Employees at Fabienne Chapot with contact with the suppliers must be aware of the COC. Fabienne Chapot and the supplier will periodically evaluate this Supplier COC and actively look for ways to improve the Code, both with respect to content as well as with respect to expanding it to second tier suppliers and beyond. 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.

It is expected that the supplier will inform its employees, suppliers and subcontractors about this COC and will ensure this Code is observed. The supplier will also ensure that its suppliers and subcontractors accept the Code. Fabienne Chapot supports the Conventions of the International Labour Organisation (ILO) and expects business partners to act in accordance with the conventions of the ILO. These conventions are, along with the relevant UN Declarations the OECD and BSCI guidelines, the basis for our responsible business conduct.

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. We commit to an honest and transparent co-operation from the side of Fabienne Chapot as well. We realize that our purchasing practices can possibly have a negative impact on people and the planet. We therefore added responsible purchasing practices into the buyers commitment as part of this document. We encourage you to provide us with, and will actively reach out for, feedback on our purchasing practices. If any problems arise, please notify your contact person at Fabienne Chapot.

# WORKING CONDITIONS & WORKING ENVIRONMENT

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## WORKING CONDITIONS

ILO is the only tripartite U.N. agency. Since 1919 the ILO brings together governments, employers and workers of 187 member States, to set labour standards, develop policies and devise programs promoting decent work for all women and men. Below you will find the most important ILO conventions related to human rights at the workplace.

## RIGHTS OF FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING

ILO Conventions 11, 87, 98, 135 and 154.

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.

## PROHIBITION CHILD LABOUR AND WORKING CONDITIONS OF YOUNG WORKERS

ILO Conventions 10, 79, 138, 142 and 182 and Recommendation 146.

There shall be no use of child

labour. The age for admission to employment shall not be less than the age of completion of compulsory schooling and, in any case, not less than 15 years. There shall be no forms of slavery or practices like slavery, such as the sale and trafficking of children, debt bondage and serfdom and forced or compulsory labour. Young workers [in the age of 15-18] shall not perform work which, by its nature or the circumstances in which it is carried out, is likely to harm their health, safety, or morals. Children and young persons under 18 shall not be employed at night or in hazardous conditions.

Where young workers are employed, suppliers and subcontractors should ensure that the kind of work is not likely to be harmful to their health or development; their working hours do not prejudice their attendance at school, their participation in vocational orientation approved

by the competent authority or their capacity to benefit from training or instruction programs.

Suppliers and subcontractors shall set the necessary mechanisms to prevent, identify and mitigate harm to young workers; with special attention to the access young workers shall have to effective grievance mechanisms and to Occupational Health and Safety trainings schemes and programmes.

Child Labour Due Diligence Bill: The Dutch Law on Child labour Due Diligence, that has come into force as of January 2022 requires companies to identify, prevent and if necessary, address the issue of child labour in their supply chains. We ask our suppliers to cooperate and be transparent about sub-contractors and possible risks within the supply chain of our products, so we can cooperate in combating child labour.

# WORKING CONDITIONS & WORKING ENVIRONMENT

FABIENNE  
CHAPOT

Risk studies show that the severe risks are mainly at cotton farming and wet processing (like spinning mill) stage. Fabienne Chapot needs to be informed in high-risk situations, products or materials comes from countries or are manufactured in countries where forced labour is likely, and so the risks on child labour is high.

## NO BONDED LABOUR / NO FORCED LABOUR

ILO Conventions 29 and 105.

There shall be no use of forced, including bonded or prison, labour. All forms of forced and bonded labour, such as lodging deposits or the retention of identity documents from personnel upon commencing employment, are forbidden, as is prison labour that violates basic human rights.

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.

We do not accept any products, materials or any other resources from the region of Xinjiang in our supply chain at all.

## NO DISCRIMINATION

ILO Conventions 100, 111, 143, 158, 159, 169, 183 and 190.

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.

## No Sexual harassment and sexual and gender-based violence in the workplace:

Our business partners are encouraged to adopt a zero-tolerance policy on sexual and gender-based violence and strict measures against sexual harassment in its own operations. The enterprise should articulate its expectations of suppliers and other business partners to likewise adopt a policy on sexual harassment and sexual and gender-based violence. Enterprises are encouraged to include the following in their internal policies:

- A commitment to foster an environment at work free from harassment, bullying and violence

- Clear consequences for breaking the enterprise's standards

- A commitment to hear grievances, to provide a "reprisal-free" complaints mechanism (e.g. operational-level-grievance mechanism) and to maintain the confidentiality of workers or employees who raise complaints.

## FAIR REMUNERATION

ILO Conventions 26 and 131.

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

# WORKING CONDITIONS & WORKING ENVIRONMENT

FABIENNE  
CHAPOT

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.

We have a strong preference for fixed employment contracts compared to temporary or piece rate contracts. Fixed contracts give employees certain rights that we find important.

## DECENT WORKING HOURS

ILO Conventions 1 and 14 and ILO Recommendation 116.

Hours of work shall comply with applicable laws and industry standards. In any event, workers shall not on a regular basis be

required to work in excess of 48 hours per week and shall be provided with at least one day off for every seven-day period. Overtime shall be voluntary, shall not exceed 12 hours per week, shall not be demanded on a regular basis and shall always be compensated at a premium rate.

## SAFE & HEALTHY WORKING CONDITIONS

ILO Convention 155.

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. Additional health and safety measures will be taken if necessary for more vulnerable groups like young employees.

## NO SANDBLASTING:

Fabienne Chapot does not accept the sandblasting process being used for our products, since this is affecting the health of workers.

## NO USE OF POTASSIUM PERMANGANATE:

Fabienne Chapot does not accept the use of Potassium Permanganate (PP spray) in production, as this is affecting the health of workers.

# WORKING CONDITIONS & WORKING ENVIRONMENT

FABIENNE  
CHAPOT

## NO CORRUPTION / NO BRIBERY

Fabienne Chapot strictly prohibits any form of corruption, extortion and/or embezzlement.

Signatories to this document should consider the good practices put forth in the OECD Good Practice Guidance on Internal Controls, Ethics and Compliance, which include:

- Strong, explicit, and visible support and commitment from senior management to the company's internal controls, ethics and compliance programs or measures for preventing and detecting bribery, including the bribery of foreign public officials.
- A clearly articulated and visible corporate policy prohibiting bribery, including the bribery of foreign public officials; and
- Oversight of ethics and compliance programs or measures regarding bribery, including the bribery of foreign

public officials, including the authority to report matters directly to independent monitoring bodies such as internal audit committees of boards of directors or of supervisory boards, is the duty of one or more senior corporate officers, with an adequate level of autonomy from management, resources, and authority.

## GRIEVANCE MECHANISMS

Fabienne Chapot needs a commitment to hear grievances from workers, to provide a "reprisal-free" complaints mechanism (e.g., operational-level-grievance mechanism) and to maintain the confidentiality of workers or employees who raise complaints. Suppliers will preferably participate in an effective system to collect and address complaints and suggestions from employees and local stakeholders.

## SOCIAL STANDARDS

All suppliers are expected to implement one of the following social standards as management systems to ensure the requirements outlined in this Code of Conduct: BSCI (preferred); Fair Wear Foundation, WRAP, SA8000 and/or SEDEX.

Supplier is responsible for the correct implementation of the Code of Conduct and for continuous improvement, including corrective measures where needed. Signing the Code of Conduct or being certified via one of these systems is one step; following up is another. Suppliers are expected to set up systems being able to identify, monitor, understand and implement applicable laws, regulations and customer requirements. Also, they are required to be transparent and not mislead the Code of Conduct. Fabienne Chapot and corresponding suppliers will

discuss this, in order to provide the right information.

# ENVIRONMENT & SOCIETY

FABIENNE  
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## PROTECTION OF THE ENVIRONMENT

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 minimize adverse effects on the community, natural resources and the overall environment.

## USE OF MORE RESPONSIBLE RAW MATERIALS

Fabienne Chapot wants to lower the impact of her raw materials, and has the ambition to work with 100% more responsible materials per 2026. Materials cultivation and production has a heavy burden on the environment. Therefore, we want to work with certified, more responsible options.

- We ask our suppliers to keep records on the content and source of our raw materials
- To source for more responsible materials raw materials (indicated in our More Responsible Fiber Benchmark in columns A and B only), and offer alternatives to conventional materials.
- It is important to measure, reduce and reuse material waste where possible.
- If feasible, construct mono-material components, so a product can be easier recycled when it becomes waste.

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

Lenzing™ fabrics and GRS certified recycled fabrics. We want materials to be more responsible and certified according to our More Responsible Fiber Benchmark in columns A and B only. In column E of this More Responsible Fiber Benchmark, it's stated which materials are banned. With the continuous change and innovation in the industry, it's important to note that this More Responsible Fiber Benchmark can change over time. The latest version of the More Responsible Fiber Benchmark is sent together with this Code of Conduct and always available on request.

## 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 do not want 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

# ENVIRONMENT & SOCIETY

FABIENNE  
CHAPOT

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

The production of leather and apparel from raw materials to finished products is a complex and chemical-intensive process. For this reason, Fabienne Chapot is committed to developing and implementing responsible chemical management procedures throughout its supply chain and for all manufacturing processes and product components.

Fabienne Chapot expects the same commitment from its suppliers and has developed a Restricted Substances List (RSL) as a reference for suppliers regarding all chemicals that are

banned or restricted in Fabienne Chapot production processes and finished products. The purpose of the RSL is to help reduce the use of hazardous substances in Fabienne Chapot leather, textile, and apparel supply chain.

It is Fabienne Chapot's priority to ensure that all chemicals and other substances used in the manufacture of its products are approved and that quantities fall within the maximum allowable concentration limits stated in this RSL. The RSL includes information regarding the minimum legal requirements inside the EU, upcoming European Legislation, REACH, and best practices in the Apparel Industry. Non-compliance with these requirements can have serious consequences not only for the final consumer but also for the environment and for workers involved in the manufacturing process. It is the responsibility of suppliers/partners to ensure compliance with the most up to date version of Fabienne Chapot RSL.

Please be prepared that one

or more of your styles could be selected for pre-shipment testing at a certified laboratory.

As part of an ongoing improvement process, the RSL will be updated on a regular basis to incorporate additions to the list and/or changes to legislation. We will always update related parties with the latest version\*.

Next to that, 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 follows 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.

With regard to waste management, 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 needs to monitor the volumes and types of waste produced on site and set targets to reduce the amount of waste.

\*at the time of writing, the latest version dates from september 2022.

# ENVIRONMENT & SOCIETY

FABIENNE  
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## ENVIRONMENTAL STANDARD

When suppliers comply with social standards like BSCI, SEDEX and WRAP, environmental management is already implemented at suppliers as this is incorporated in those standards. When suppliers comply to SA8000 or Fair Wear Foundation, only social responsibility is being managed. We therefore expect an additional certification as an environmental management tool, this can either be BEPI or ISO14001.

Fabienne Chapot will monitor the implementation of these environmental standards.

# TRANSPARENCY

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At Fabienne Chapot, we believe that honesty about our production chain and working conditions is valuable, creates credibility and is appreciated by our consumers and stakeholders. This will also help us be proactive and enable collaborations between industry partners for a more responsible and transparent textile industry. We are aligned with the Transparency Pledge and we will publicly disclose our supply chain partners, including all tiers of our supply chain.

## PUBLISH INFORMATION

Twice a year, we will update and publish supplier information. A selection of the factory information will be mentioned with each garment on our website. And the following supplier information will be published on our website and at the Open Apparel Registry:

- Factory name
- Factory type
- Product type

- Parent company
- Factory location
- Starting year of collaboration
- Number of workers

## SUBCONTRACTORS & SUPPLY CHAIN PARTNERS

Transparency on all tiers of the supply chain is expected. To offer full transparency, we require our suppliers to:

- Report the use of any new subcontractor(s) and obtain approval by a production manager from Fabienne Chapot in writing before beginning production.
- Provide subcontractor's full company name, contact person and location, factory type, social and environmental audit reports and certifications, and for which products the subcontractor is used.
- Share the suppliers that you use

for the productions of Fabienne Chapot items. At least share name, location, factory type and product type, parent company (if any), number of workers, and social and environmental audit reports and certifications.

- Ensure that subcontractors and your suppliers comply with the terms of this Policy. The supplier is liable for any actions in violation of this Code of Conduct.

## TEX.TRACER

Fabienne Chapot uses the platform tex.tracer to gather and process all the information of you as our Tier 1 supplier, subcontractors and your suppliers. By Signing this Code of Conduct, you commit to sharing all the required information in the tex.tracer platform.

<b>SIGNED BY:</b> FABienne CHAPOT	<b>SIGNED BY:</b>
<b>DATE:</b> 01.05.2023	<b>DATE:</b>

\* 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, prohibition on

forced labour, prohibition on child labour, prohibition on discrimination, Equal Remuneration Convention, Maternity Protection Convention, Violence and Harassment, ILO Protocol 2014 to the Forced Labour Convention, Minimum Wage-Fixing Machinery Convention, Occupational Safety and Health Convention, Five freedoms of animal welfare (FAWC, 1993).

# BUYER COMMITMENTS

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We realise that our purchasing practices can possibly have a 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.

- 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.

SIGNED BY: <b>FABIENNE CHAPOT</b>	SIGNED BY:
DATE: 01.05.2023	DATE: