



**B&S**

# Supplier Code of Conduct

*The B&S Group consists of several legal entities, each with its own distinct expertise and activities, with registered offices in different countries around the globe. These entities all embrace and adhere to the same business ethics and can act under the same B&S brand name.*

*Therefore, this Code of Business Ethics refers to the B&S brand as a brand of the organization of companies, whereby each reference in a legal sense means reference to the relevant legal entity.*

*Wherever this Code of Business Ethics mentions "B&S", "Company", "we", "our" or "us" (etcetera), it refers to the relevant entities separately or jointly.*



B&S's mission is to make consumer goods available to everyone, anywhere. Naturally, we pursue this in a responsible, sustainable manner. To do this successfully, we believe that collaboration with our suppliers is key.

We excel at connecting supply and demand. In the process, we source products, store goods in our warehouses and distribute orders across borders and into the hands of consumers. As a global player, the decisions we take impact businesses and communities in every corner of the world. This comes with great responsibility.

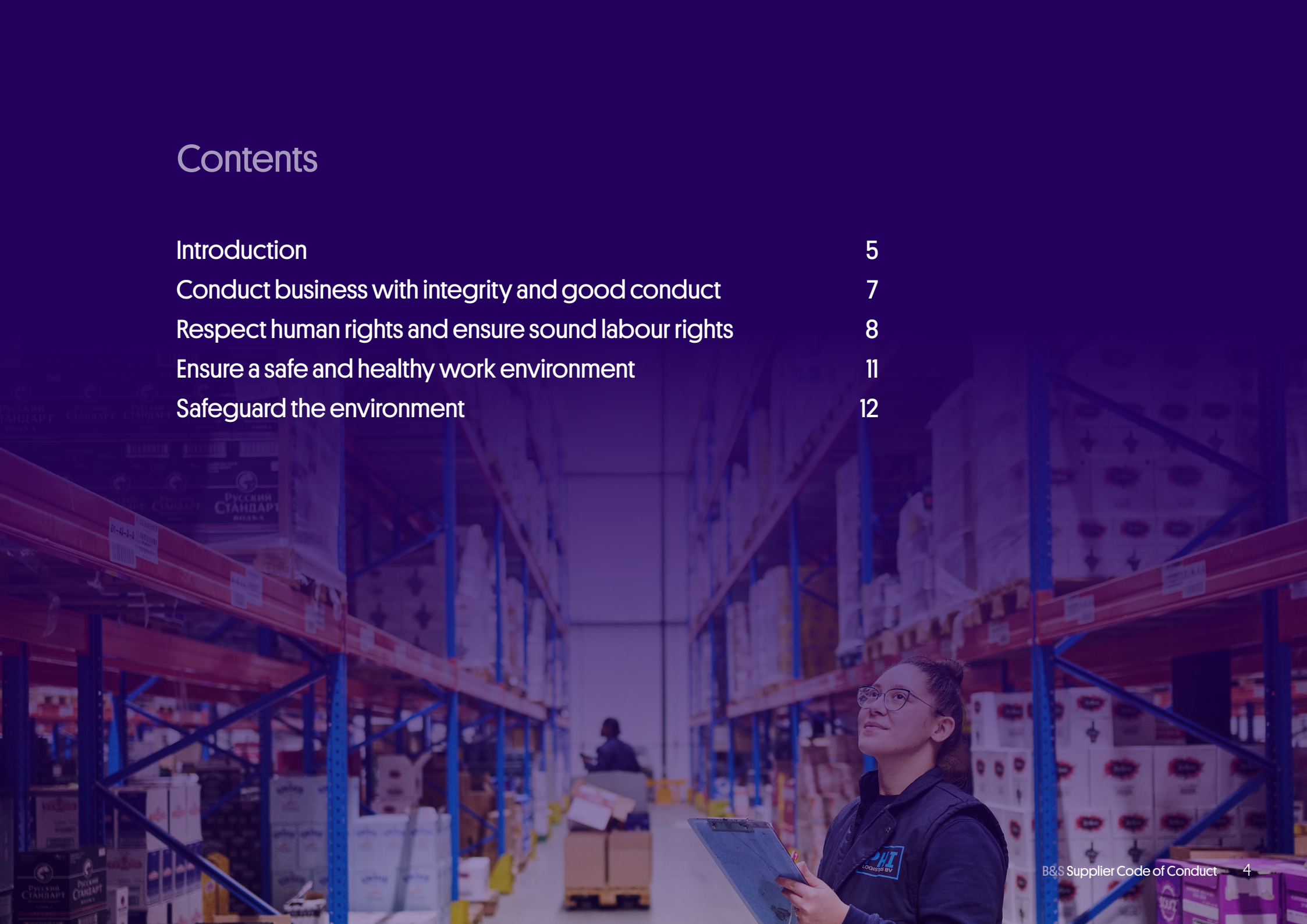
We take pride in being a good corporate citizen. We are committed to acting with integrity and fairness, and to conducting business with respect for human rights and the environment. We have held ourselves accountable to these commitments by having become a signatory of the United Nations Global Compact in 2010.

We believe that this goes hand in hand with upholding our long-term business relationships and adding value to our partners' businesses. We believe that it is through collaboration with like-minded partners that we can all grow sustainably and responsibly.

Together, we Reach with Impact.

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# Introduction

## Supplier Code of Conduct

The B&S Supplier Code of Conduct (hereafter 'the Supplier Code') describes our expectations of our Suppliers regarding good business conduct, human rights and labour conditions, health and safety, and safeguarding the environment. We also expect our Suppliers to comply and adhere with all applicable international and local legislation. By signing the Supplier Code, the Supplier agrees to adhere to these terms.

The Supplier Code is based on the OECD Due Diligence Guidelines for Responsible Business Conduct, the principles of the United Nations Global Compact, the Universal Declaration of Human Rights, the Fundamental Conventions of the International Labour Organization (ILO), the Rio Declaration on Environment and Development, and the United Nations Convention Against Corruption. The Code is reviewed periodically and any amendments will be communicated to the Supplier accordingly.

As we want our entire supply chain to be ethical and transparent, we expect our direct Suppliers to work with suppliers and partners that comply with the minimum standards of the Supplier Code. Our Suppliers are asked to assess their operations and supply chain in light of this. It is also recommended that they set up their own grievance mechanism.

We regularly evaluate Supplier compliance with the Supplier Code and retain the right to conduct assessments with Suppliers. In the event of non-compliance with the minimum standards, we will work with Suppliers to address the situation within a designated timeframe. Should the Supplier be unable or unwilling to comply with the Supplier Code, we may end the relationship.

### Fundamental principles of the B&S Supplier Code of Conduct

- Conduct business with integrity and good conduct
- Respect human rights and ensure fair labour conditions
- Ensure a safe and healthy working environment
- Safeguard the environment



## Speak up!

We encourage our Suppliers to contact us in case of any questions or should further guidance be needed. We also urge our Suppliers and their employees, workers and (sub) contractors (hereafter 'employees') to speak up in case of any concerns or possible violations of this Supplier Code.

We see this as an opportunity to identify potential non-compliance and jointly work on rectifying the situation, rather than allowing it to continue and possibly become worse.

Contact us by sending an email to our Sustainability Department: [sustainability@bs-international.nl](mailto:sustainability@bs-international.nl).



# 2

## Conduct business with integrity and good conduct

Our business dealings are based on fair and ethical management, trust and integrity. We expect the same from everyone with whom we do business. B&S does not tolerate any form of bribery, corruption, fraud or other illegal transactions. Any potential or confirmed cases must be reported to B&S immediately.

We expect our Suppliers to meet the following minimum requirements:

### Anti-bribery, anti-corruption and anti-money laundering

- Supplier shall never be associated with bribery in any way, be it accepting, initiating, engaging in, or authorising bribes.
- Supplier shall not facilitate payments, nor engage in or facilitate any form of money laundering or other illegal transactions.

### Fair competition

- Supplier supports an open, fair and competitive business environment and will not engage in price fixing or other unfair trade practices.

### Conflicts of interest

- Supplier shall avoid any, or any appearance of, conflicts of interests in which the interests of B&S are incompatible with direct or indirect personal interests.

### Financial records, confidential information and insider trading

- Supplier's business and commercial dealings will be transparent. They will be correctly recorded and accounted for in line with the prevailing law.
- Should Supplier be party to any business, commercial or financial information regarding B&S and its partners, it shall treat it as confidential.
- No confidential information may be used for purposes such as insider trading.

### Trade compliance

- Supplier complies with all applicable import, export and trade control laws and regulations in every jurisdiction the Supplier operates in.

### Data protection

- Supplier adheres to applicable data protection and privacy management laws and takes all necessary actions to prevent the inappropriate use of and unauthorised access to personal data.

Any databreach that concerns or may concern our data, must be reported to us immediately:

[databreach@bs-international.nl](mailto:databreach@bs-international.nl)

# 3

## Respect human rights and ensure sound labour rights

Every employee must feel comfortable, safe and welcome in the workplace. B&S is committed to rewarding our employees fairly, with competitive wages and remuneration packages as well as decent working hours. We value diversity and we cultivate an inclusive work environment that fosters and is respectful of different ideas, perspectives and beliefs.

We are equally committed to safeguarding human rights and sound labour rights in our supply chain by prohibiting the use of child labour, forced labour, modern slavery and harsh or inhumane treatment of employees whilst promoting, fair wages, diversity and stimulating freedom of association.

- Protect children's rights
- Not use forced or bonded labour
- Provide fair remuneration and decent working hours
- Respect freedom of association and collective bargaining
- Create a respectful workplace





We expect our Suppliers to meet the following minimum requirements:

## Protect children's rights

- Supplier shall adhere to the age as stipulated by the ILO minimum wage conventions; "the minimum age must not be less than the age for completing compulsory schooling, and in any case not less than 15 years", except for those countries where the minimum age is 14;
- Supplier only uses recruiters who follow labour laws and minimum age requirements for employment;
- Should young people be employed, the working conditions should be safe and they should not be deprived of the opportunity to attend school, and;
- Any potential or confirmed case of child labour must be reported to B&S immediately.

## Not use forced or bonded labour

- Any form of forced labour, slavery, human trafficking or any other form of exploitation of employees is not permitted. This includes involuntary prison labour;
- Supplier has policies and procedures in place to prevent the exploitation of children, modern slavery and human trafficking;
- Employees may resign without penalty. ID and/or passports may not be withheld, and;
- Any potential or confirmed case of forced labour must be reported to B&S immediately.

## Provide fair remuneration and decent working hours

- Supplier provides wages and benefits that meet or exceed the legal minimum wage requirements (or collective labour/bargain agreement, if applicable);
- Supplier will adhere to local laws, regulations and industry standards regarding working hours and overtime;
- Employees have breaks during every working day;
- Supplier pays wages according to contractual terms, on time and on a regular basis;
- Overtime is voluntary, not structural and paid at a premium;

B&S recommends that should the legal minimum wage be insufficient to fulfil basic needs, the Supplier strives to pay employees enough to provide their them and their families with a decent standard of living.

For more information refer to: [www.wageindicator.org](http://www.wageindicator.org).

B&S recommends not to exceed 48 hours per week for full-time work, or 60 hours per week including overtime and to provide at least one day off in every seven days.

## Respect freedom of association and collective labour bargaining

- Employees have the right to form and join trade unions and bargain collectively in accordance with the applicable laws.
- If local laws prohibit the right to freedom of association and collective labour bargaining, the Supplier should seek other ways of conducting meaningful dialogue with labour representatives, whilst not breaking applicable regulations.

## Create a respectful workplace

- Supplier shall treat everyone fairly and equally irrespective of their age, gender identity, disability, race, ethnicity, origin, religion, sexual orientation, political orientation, economic background or any aspect of a person's identity that bears no relation to their ability to perform the job;
- Supplier shall prohibit all forms of harsh or inhumane treatment of employees. Any form of abuse, violence, harassment, pressure, disciplining, bullying, corporal punishment or any other form of intimidation is not allowed;
- Supplier has a grievance mechanism in place which is known to its employees, enabling them to voice concerns and raise complaints without retribution or repercussions, or being disciplined or penalised.



# 4

## Ensure a safe and healthy work environment

People are truly at the heart of our company. B&S is dedicated to ensuring that employees, employees of third parties, and visitors have a safe and healthy place to work and visit.

We are committed to promoting and protecting mental and physical well-being of our employees, workers and subcontractors. We achieve this by encouraging safe behaviours, implementing health and safety measures, and helping employees take informed decisions to achieve and maintain a healthy lifestyle.

We expect our Suppliers to meet the following minimum requirements:

- Supplier ensures safe working routines are in place and employees are not exposed to severe occupational health and safety hazards;
- All employees are covered by accident insurance that covers medical treatment for work-related injuries and illnesses, and provides compensation for work-related injuries and illnesses that result in permanent disability or death;
- Supplier provides employees with appropriate personal protective equipment free of charge;
- Supplier provides training for employees in the safe use of tools, equipment, and vehicles. Supplier ensures these items are safe to use;
- Supplier encourages all employees to report any incidents/accidents and unsafe work practices. Supplier takes appropriate action to minimise hazards inherent to the workplace;
- Supplier has emergency protocols in place, emergency evacuation exits are always kept clear to ensure quick and safe evacuation, and access to medical care is ensured;
- Fatalities must be reported to B&S immediately.

# 5

## Safeguard the environment

Climate change, ecosystem degradation and resource depletion are some of society's biggest challenges. B&S is working hard to reduce negative environmental impacts that are a result of our business operations. Simultaneously we are creating business opportunities that ensure a sustainable and future-proof value chain.

Our sustainability strategy 2030 'Reach with Impact' outlines the following focus areas:



**Climate action** – we are working to be climate neutral in our own operations and reduce carbon emissions from our distribution activities in line with the Paris Agreement.



**Resource conscious and the circular economy** – we are reducing packaging and waste, maximising recycling efforts and using recycled and renewable sustainable materials.



**Sustainable products** – we are ensuring responsible sourcing practices and making sustainable products available to everyone, everywhere.

We expect our Suppliers to meet the following minimum requirements:

- Supplier complies with all environmental industry standards, laws and regulations that apply to their global operations;
- Supplier takes a precautionary approach to environmental matters and implement measures to prevent or minimise adverse effects;
- Supplier does not cause any form of severe pollution, and;
- Any cases of irreversible, long-term environmental damage must be reported to B&S immediately.

B&S recommends the Supplier to have an environmental policy, targets and improvement plans in place in order to decrease the environmental impact of their operations.

Examples of focus areas and activities include but are not limited to:

- Reducing energy consumption, producing or purchasing renewable energy, using natural refrigerants, reducing other forms of GHG emissions, taking climate change adaptation measures;
- Preventing pollution, limiting waste to landfill, reducing resource use, reusing and recycling waste, and using responsible pesticides;
- Ensuring water stewardship and responsible wastewater management, and;
- Protecting biodiversity and ecosystems, sourcing sustainable raw materials, preventing deforestation and overfishing, and ensuring animal welfare.

