

# COUNTRY ROAD GROUP

COUNTRY ROAD MIMCO TRENERY WITCHERY

## CODE OF LABOUR PRACTICE FOR THE PRODUCTION OF GOODS SUPPLIED TO THE COUNTRY ROAD GROUP

The Country Road Group conducts its business in a manner that reflects its values and long term sustainability. We are committed to ensuring that the social and ethical implications of manufacturing in all our source locations are considered responsibly.

This Code applies to all suppliers of products and services to the Country Road Group. It is the responsibility of the supplier to ensure that their suppliers and agreed subcontractors adhere to this code.

The provisions of the Code of Labour Practice as adopted by the Country Road Group are over and above the International Labour Organisation (“ILO”) conventions listed, and constitute the minimum standards of operation. Companies are at all times expected to comply with national and other applicable local laws. Where the provisions of the law and this Code of Labour Practice address the same subject, the provision offering the greater protection should be applied. This Code of Labour Practice is based on principals set out in ILO conventions listed below.

C001 Hours of Work

C29, C105 - Forced Labour

C100 - Equal Remuneration

C111 - Discrimination

C182 - Child Labour

C138 - Minimum Age

C87, C98 - Freedom of Association and Collective Bargaining

C177 - Home Work

### **EMPLOYMENT IS FREELY CHOSEN**

There shall be no use of forced, bonded or prison labour.

Workers should not be required to lodge “deposits” or their original identity papers with employers and should be free to leave their employer after reasonable notice.

### **DISCRIMINATION**

There shall be equality of opportunity in hiring, compensation and treatment regardless of race, caste, colour, gender, religion, political opinion, union membership, nationality, social origin, sexual orientation, age, disability, marital status, or other distinguishing characteristics.

### **CHILD LABOUR**

There shall be no exploitation of child labour at any point within the supply chain including the cultivation of cotton and cotton shall not knowingly be sourced from Uzbekistan. Manufacturers shall not employ children under the age of 15 years or persons who fall below the local legal minimum working age, whichever is the greater. Workers shall only be employed in accordance with all applicable local laws, regulations and industry standards. Workers under the age of 18 must not perform potentially hazardous work and there must be adequate steps to ensure that there are no adverse effects on the education and safety of the employee. Workers under the age of 18 shall not be permitted to work at night.

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**FREEDOM OF ASSOCIATION AND THE RIGHT TO COLLECTIVE BARGAINING** Workers shall be allowed the right to associate, form and join trade unions and to bargain collectively in a peaceful manner.

Where the right to freedom of association and collective bargaining is restricted under law, the employer allows the development of a means for independent and free association and bargaining.

### **FAIR LIVING WAGES**

Wages and benefits paid shall meet at least legal or industry minimum standards in the country of manufacture and should be sufficient to meet basic needs and provide some discretionary income.

All workers shall be provided with written and understandable information about employment conditions and wages before they commence employment, as well as remuneration details at each payment period

Overtime pay shall be calculated at the legally required rate or at a minimum, rate of 125% of the standard rate, regardless of whether workers are compensated hourly or by piece rate.

### **HOURS OF WORK**

Hours of work shall comply with applicable laws, regulations and industry standards.

Workers shall not be required to work, inclusive of overtime, in excess of 60 hours per week. At least one day off per seven days on average shall be provided Overtime shall be voluntary and shall not be demanded on a regular basis.

### **HEALTH AND SAFETY**

A safe and hygienic working environment shall be provided, and best occupational health and safety practice shall be promoted, bearing in mind the knowledge of the industry and of any specific hazards.

A Health and Safety Manager shall be appointed and workers shall receive regular and recorded health and safety training, which shall be repeated for new or reassigned workers.

Access to clean drinking water, adequate sanitary washing and toilet facilities shall be available. Adequate lighting, ventilation, fire extinguishers and fire exits shall be provided. These standards should be maintained for factories, canteens and dormitories.

### **EMPLOYMENT RELATIONSHIP AND TRAINING**

Employers should endeavour to provide regular and secure employment. Appropriate training should be available for all employees, such that their day to day tasks can be carried out in a safe and competent manner.

### **DISCIPLINARY PRACTICE**

Corporal punishment or any other form of physical or psychological coercion or intimidation, including sexual abuse or harassment, physical discipline, or harsh discipline of all kinds, or verbal abuse, shall not be used against workers.

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### HOME WORK

Suppliers shall not sub-contract the manufacture and/or supply of Goods or Services without the prior written authorisation from the Country Road Group.

Where Home Work exists within the supply chain, it must be carried out voluntarily. The standards and provisions in this Code of Practice apply equally to Home Workers as well as other wage earners, including; discrimination; child labour; freedom of association and the right to collective bargaining; fair living wages, hours of work, health and safety and working conditions; employment relationships and disciplinary practice.

### ENVIRONMENT

All suppliers must work to minimise any negative impact on the environment. All relevant national and international environmental legislation must be adhered to in all manufacturing processes in the supply chain. All dyeing, printing and finishing operations should conform to the Country Road Group Environmental Code of Practice.

### IMPLEMENTATION AND MONITORING

Suppliers and their permitted subcontractors shall undertake to support and cooperate in the implementation and monitoring of this Code by:

- providing the Country Road Group or its agent with relevant information concerning their operations;
- providing the Country Road Group or its agent with required audit reports for social compliance upon request;
- permitting inspection at any time of their workplaces and operations by approved Country Road Group personnel, or agents appointed by the Country Road Group;
- maintaining records of the name, age, hours worked and wages paid for each worker and making these available to approved inspectors on request; and
- refraining from disciplinary action, dismissal or otherwise discriminating against any worker for providing information concerning observance of this Code.