

Supplier Code of Conduct



Version 2.0



Ducky Dons Code of Conduct

1. Corporate responsibility

1.1 Our aim

Our core values are comfort, quality, sustainability and craftsmanship. In order to run our business responsibly and sustainably, we believe that it is our duty to take responsibility for the impact of our actions. We underline the importance of Corporate Social Responsibility (CSR) and aim to have a positive contribution to economic, environmental and social progress ensuring that the negative impacts of our business is kept to a minimum. This is supported by The Dutch government, social organisations and many of our customers. They expect us to respect human rights and environmental standards and to apply CSR within our business practices.

Therefore, we are signatory of the Dutch agreement on Sustainable Garments and Textiles. We cover the nine most important corporate responsibility themes of the Dutch garment and textile sector within our business practices. These themes are, in no particular order:

1. Child labour
2. Discrimination and gender
3. Forced labour
4. Freedom of association
5. Living wage
6. Safety and health in the workplace
7. Animal welfare
8. Raw materials
9. Water pollution and use of chemicals, water and energy

We give particular attention on the nine themes by identifying any possible negative impact in our supply chain, setting specific objectives and taking measures to minimize these negative impacts.

1.2 Our expectations of suppliers

This Code of Conduct reflects our expectations with respect to nine themes and the corporate responsibility of our suppliers in line with following internationally recognized principles and guidelines:

- OECD Guidelines for Multinational Enterprises.
- UN Guiding Principles for Business and Human Rights (UNGP's).
- ILO Declaration on Fundamental Principles and Rights at Work.
- Five Freedoms of the Farm Animal Welfare Committees (FAWC).

We are committed to business practices that respect these internationally recognized principles and guidelines and we expect the same of our suppliers.



2. Compliance

2.1 Minimum requirements

This Code of Conduct forms the basis for our business relationship with suppliers and contains the minimum requirements that we expect all our suppliers, from raw material to end product, to meet.

2.2 Legal requirements

Furthermore, we ask all our suppliers to comply with all applicable laws and regulations, industry minimum standards and any other relevant legal requirements. To the extent that a local law or regulation provides greater protections than the Code of Conduct, suppliers are expected to comply with that local law or regulation.

2.3 Subcontracting

The Supplier shall in its agreements with subcontractors carry forward these requirements (Partnership Principles) to their subcontractors by carrying forward the Partnership Principles, Code of Conduct and all Ducky Dons' Policies, or similar principles not less stringent than the principles in this Code of Conduct in a different contract format.

2.4 Management

Suppliers are expected to implement mechanisms to identify and manage risks in all areas addressed by this Code of Conduct and with respect to all applicable legal requirements.

2.5 Non-Compliance

Should we find that a supplier does not comply with our Partnership Principles and Code of Conduct, we will terminate our business relationship with this supplier, if corrective measures are not taken.

3. Transparency

For our brands, retailers and consumers it becomes more important to understand how and where our products are made and their social and environmental impacts. Therefore, we are aware of the growing importance of being able to track and measure all parts of the process of our products. In this regard, we ask for transparency to know where our products are made and to be able to ask questions regarding social and environmental conditions. From time to time, a questionnaire or a similar document may be submitted to our suppliers and subcontractors. We ask you to fill out these questionnaires truthfully.



4. Human rights & working conditions

4.1 Prohibition of Child Labour

We do not accept child labour. More concretely, no person shall be employed under the age of 15 or under the age for completion of compulsory education, whichever is higher.

4.2 Prohibition of Discrimination

We do not accept discrimination in hiring, payment, access to training, promotion, termination or retirement in regard to race, skin colour, religion, political or sexual orientation, gender, national origin, or social rank or status. Workers should be hired because of their ability to do the job and not because of their individual characteristics.

4.3 Prohibition of Forced Labour

We do not accept forced, including bonded or prison, labour. All forms of forced labour, defined as forcing people to work against their will or under pressure from a threat or punishment, is forbidden.

4.4 Freedom of Association and Collective Bargaining

The right of employees to freedom of association and collective bargaining shall be recognized and respected. The workers participating in unions shall not be subjected to discrimination or punitive disciplinary action.

4.5 Payment of a Living Wage

Wages and benefits paid for a standard working week shall meet at least legal or industry minimum standards and always be sufficient to meet basic needs of workers and their families. We do not accept deductions as a disciplinary measure. Deductions shall never constitute an amount that will lead the employee to receive less than the minimum wage. Employees shall be adequately, clearly and written informed about the specifications of their wages including wage rates and pay period.

4.6 Maximum Working Hours

Workers shall not be required to exceed 48 hours of work per week on a regular basis 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.

4.7 Safe and Healthy Working Conditions

We require that workers shall be provided with a safe and hygienic workplace. The supplier should take effective steps to prevent potential accidents and to minimise health risks as much as possible. Physical or sexual abuse or threats, intimidation, unusual punishments and discipline is not accepted.



5. Environment

5.1 Raw Materials

Suppliers shall choose the most environmentally friendly goods, raw materials, methods and/or technology applicable in all its operations, with respect to the ordered product and quality. The supplier cannot outsource its negative environmental consequences to subcontractors. The supplier shall notify us if more sustainable and environmental alternatives are available to purchase, such as recycled materials and organic cotton and will provide us with the applicable and valid scope certificates and transaction certificates.

5.2 Water Pollution and Use of Chemicals, Water and Energy

Suppliers must comply with global chemical regulations (e.g. REACH and POP). Suppliers must have effective procedures and standards for the handling and disposal of chemicals and other dangerous materials, waste management, emissions and waste water treatment to mitigate negative impacts that the workplace has on the environment. Waste water shall be treated before releasing it into the natural environment or having it treated in authorised water treatment plants. We will favour suppliers who have policies to reduce or eliminate waste of all types, including of water and energy, or by employing practices such as recycling, re-using and substitution of materials.

6. Animal welfare

6.1 Overall guidance

Suppliers must follow national and international legislation regarding animal welfare. All parties handling animals should adhere to their Five Freedoms of the Farm Animal Welfare Committees (FAWC):

1. Freedom from hunger and thirst > access to fresh water and healthy feed.
2. Freedom from discomfort > appropriate environment including shelter and a comfortable resting area.
3. Freedom from pain, injury and disease > prevention or rapid treatment.
4. Freedom to express normal behaviour > sufficient space, proper facilities, and company of the animal's own kind.
5. Freedom from fear and distress > conditions and treatment which avoid suffering.

Materials must not originate from vulnerable or endangered species. Suppliers are urged to provide as detailed information as possible regarding the origin of the materials.



6.2 Down and feathers

Down and feathers must originate from slaughtered birds bred for meat production. Down and feathers must not originate from farms practicing live plucking or force feeding. All down and feathers must come from fully traceable sources.

6.3 Wool

Wool must not originate from animals that have been handled, harvested or sheared in a way that harmed the animals. We do not accept mulesing, a procedure performed on Merino sheep in order to prevent fly strike. Rabbit hair (Angora) is not allowed. All wool must come from fully traceable sources.

7. Our commitment to suppliers

We believe in partnership and we commit ourselves to build long-term relationships with our suppliers and to support them to comply with this Code of Conduct by:

- ✓ 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.
- ✓ Avoiding to change orders repeatedly and with short notice. If changes are unavoidable, delivery times will be amended accordingly.
- ✓ Never punishing suppliers when their transparency about the supply chain will lead to insights that are not in line with our CoC, as long as corrective measures are taken.

Please inform us if you don't think we meet above points!

On behalf of the Board of Directors of Ducky Dons Nederland BV

R. van Nieuwenhuizen
Commercial Director



8. Code of Conduct Compliance Commitment

Version 2.0

1. We hereby confirm that we have received, read and understood the content of the Ducky Dons Supplier Code of Conduct.
2. We commit to comply with the Ducky Dons Supplier Code of Conduct and to take the responsibility to inform all our employees, subcontractors and subsidiaries on the content of the Code of Conduct and to make sure that they comply accordingly.
3. In addition to the Ducky Dons Supplier Code of Conduct, we hereby also confirm that we have received, read and understood the content of the following policies:
 - Ducky Dons B.V. Child Labour Policy
 - Ducky Dons B.V. Animal Welfare Policy
 - Ducky Dons B.V. Chemical Management Policy
4. We will supply Ducky Dons with information on the location of all production facilities used for production of goods for Ducky Dons. We guarantee that no production of goods for Ducky Dons will take place at any other location than those Ducky Dons has been informed of.
5. We hereby commit to immediately report all incidences and violations/breaches of the Ducky Dons Supplier Code of Conduct.

Signature:

Name:

Job title:

Company:

Date:

Company Stamp:

This commitment should be signed and returned to Ducky Dons

