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# Froneri Supplier Code

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**Approved by**

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**Target audience**

Suppliers and co-manufacturers  
to Froneri and Froneri Procurement  
team

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# Froneri Supplier Code

## 1. Purpose

The Froneri Supplier Code (“the Code”) defines the non-negotiable minimum standards that we ask our suppliers and their sub-tier suppliers to respect and adhere to when conducting business with Froneri. This document helps the continued implementation of our commitment to international standards such as the OECD Guidelines for Multinational Enterprises, the UN Guiding Principles on Business and Human Rights, the Core Conventions of the International Labour Organisation (ILO) and the 10 Principles of the United Nations Global Compact. The code extends beyond our own operations to every link of our upstream supply chain.

## 2. Scope

The standards of the Code set forth expectations for the Supplier with whom Froneri does business; including their parent, subsidiary or affiliate entities as well as all others with whom they do business including all employees, upstream suppliers and other third-parties. It is the Supplier’s responsibility to disseminate, educate and exercise diligence in verifying compliance of this Code to its employees, agents and sub tier suppliers, including farmers when relevant.

## 3. Compliance

Froneri expects the Supplier to adhere to all applicable laws and regulations and in particular for the pillars detailed herein, and strive to comply with international and industry standards and best practices. In addition Froneri reserves the right to verify compliance with the Code through internal or external assessment mechanisms and require implementation of progresses towards audit requirements.

## 4. Application

Acknowledgement of the Code is a pre requisite in every Froneri contract for supply. Through acceptance of the Purchase Order the Supplier commits that all its operations are subject to the provisions contained in this Code. This Code, or the demonstration of its compliance, does not create any third-party beneficiary rights for the Supplier. The standards of the Code are in addition to, and not in lieu of, provisions of any legal agreement or contract between suppliers and Froneri.

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# The Principles of the Froneri Supplier Code

## 1. Human Rights

Any supplier working with Froneri must be a member of SEDEX. Froneri fully supports the United Nations Framework and Guiding Principles on Business and Human Rights and expects the Supplier to respect all human rights, including labour rights, throughout its business activities. As a minimum:

### **Freedom of Association and Collective Bargaining**

The Supplier should grant its employees the right to Freedom of Association and Collective Bargaining in accordance with all applicable laws and regulations.

### **Forced Labour**

The Supplier must under no circumstances use, or in any other way benefit, from forced labour in line with ILO Convention No. 29 on Forced Labour and ILO Convention No. 105 on Abolition of Forced Labour. Forced labour refers to any form of indentured servitude such as the use of physical punishment, confinement, threats of violence as a method of discipline or control such as retaining employees' identification, passports, work permits or deposits as a condition of employment.

### **Employment Practices**

The supplier shall only employ workers who are legally authorized to work in their facilities and are responsible for validating employees' eligibility to work through appropriate documentation. All work shall be voluntary, and workers shall be free to leave work or terminate their employment upon reasonable notice. To every extent possible work performed must be on the basis of recognised employment relationship established through national law and practice. Obligations to employees under labour or social security laws and regulations arising from the regular employment relationship shall not be avoided through the use of labour-only contracting, sub-contracting, or home-working arrangements, or through apprenticeship schemes where there is no real intent to impart skills or provide regular employment, nor shall any such obligations be avoided through the excessive use of fixed-term contracts of employment. In the case of employment through third party labour agencies the Supplier shall comply with Convention No. 181 of the International Labour Organization on Private Employment Agencies.

### **Minimum Age for Employment**

The use of child labour by the Supplier is strictly prohibited, in line with ILO Convention 138 on the Minimum Age, and Convention 182 on the Elimination of the Worst Forms of Child Labour. The ILO Convention 138 on the Minimum Age indicates that no child below 15 years (or 14 in certain developing countries) is allowed to work, subject to exceptions allowed by the ILO or national law.

If the Supplier employs young workers, it must demonstrate that the employment of young people does not expose them to undue physical risks that can harm physical, mental or emotional development.

### **Fair and Equal Treatment**

The Supplier must operate with dignity, respect and integrity in regards the treatment of its employees:

- The Supplier shall not discriminate in hiring and employment practices on the grounds of criteria such as of race, colour, religion, gender, age, physical ability, national origin, sexual orientation, political affiliation, union membership, medical tests, or marital status, in line with ILO Convention No. 111 on Discrimination.
- Any form of psychological, physical, sexual or verbal abuse, intimidation, threat or harassment must not be tolerated.
- The Supplier shall respect the privacy rights of its employees whenever it gathers private information or implements employee-monitoring practices.
- When the Supplier retains direct or contracted workers to provide security to safeguard its personnel and property, the Supplier will make sure that security personnel apply the same standards on fair and equal treatment.

### **Working time and rest days**

The Supplier must ensure that its employees work in compliance with all applicable laws and mandatory industry standards pertaining to regular working hours, and overtime hours, including for breaks, rest periods, holidays, and maternity and paternity leaves.

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### **Wages and benefits**

The Supplier's employees must be provided with wages and benefits that, at a minimum, comply with national laws, as well as binding collective agreements.

## **2. Safety and Health**

Froneri expects the Supplier's operating and management systems and their employees to work in preventing work-related injuries and illnesses.

### **Workplace Environment**

The Supplier shall provide its employees with a safe and healthy working environment. As a minimum, potable drinking water, adequate lighting, temperature, ventilation, sanitation, and personal protective equipment, in addition, facilities must be constructed and maintained all in accordance with the standards set by the applicable national laws and regulations.

### **Emergency preparedness**

The Supplier shall be prepared for emergency situations such as worker notification and evacuation procedures, emergency training and drills, appropriate first-aid supplies, appropriate fire detection and suppression equipment and adequate exit facilities. All in line with world and or national standards.

### **Product Quality and Safety**

All products and services delivered by the Supplier must comply with quality and specifications as defined by Froneri.

## **3. Environmental Sustainability**

Froneri requires its Supplier to comply with all applicable legal environmental requirements and demonstrate continual improvement of its environmental performance.

### **Environmental Permits and Reporting**

The Supplier shall make sure that it obtains, keeps current, and follows the reporting guidelines of all the required environmental permits and registrations to be at any time legally compliant with world and national trading standards.

**Hazardous Materials and Product Safety** The Supplier shall identify hazardous materials, chemicals and substances. The Supplier shall ensure their safe handling, movement, storage, recycling, reuse and disposal. All the applicable laws and regulations related to hazardous materials, chemicals and substances must be followed. The Supplier shall comply with material restrictions and product safety requirements set by applicable laws and regulations. Suppliers shall ensure that key employees are aware of and trained in product safety practices.

### **Environmental Management System**

The Supplier shall document and implement a relevant environmental management system (based on international standards such as ISO14001:2004), designed to identify, control and mitigate significant environmental impacts.

### **Resource Consumption, Pollution Prevention and Waste minimisation**

The Supplier shall optimise its consumption of natural resources, including energy and water. Supplier shall implement and demonstrate sound measures to prevent pollution and minimise generation of solid waste, wastewater and air emissions. Prior to discharge or disposal, supplier shall characterize and treat wastewater and solid waste appropriately and according to applicable laws and regulations.

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#### **4. Business Integrity**

Froneri requires the Supplier to comply with all applicable ethical trade laws and regulations in the countries where materials are sourced, produced and incorporated into Froneri product ("country of use"). In case of services, the location of service delivery should prevail.

##### **Anti bribery**

The Supplier must never, directly or through intermediaries, offer or promise any personal or improper advantage in order to obtain or retain a business or other advantage from a third Party, whether public or private. The Supplier will not pay or accept bribes, arrange or accept kickbacks and shall not take any actions to violate, or cause its business partners to violate, any applicable anti-bribery laws and regulations.

##### **Grievance mechanisms**

The Supplier shall have systems in place enabling anonymous grievances, reporting and management. A designated officer shall continuously monitor the grievance mechanism, keep records on the issues raised and take appropriate actions on a confidential manner.

##### **Records**

The Supplier shall maintain transparent and up to date books and records to demonstrate compliance with applicable materials, services, governmental and industry regulations.

##### **Origin**

The supplier shall be capable to disclose all the potential sources of primary origins (country of origin) associated with deliveries made. Froneri reserves the right to ask the supplier to create, at a point of time, full supply chain mapping back to origin to facilitate assessment of upstream supply chain compliance.

##### **Intellectual property**

The Supplier shall take appropriate steps to safeguard and maintain confidential and proprietary information of its business partners and use such information only for the purposes authorized for use by the contractual agreement. In case of sub-contracting, sharing of confidential information should be made with the consent of Froneri.

##### **Conflict of Interest**

The Supplier is expected to report to Froneri any situation that may appear as a conflict of interest, and disclose to Froneri if any Froneri employee or professional under contract with Froneri may have an interest of any kind in the supplier's business or any kind of economic ties with the supplier.

##### **Supplier's Acknowledgement**

Through acceptance of the Purchase Order the Supplier commits that:

- We will comply with the Froneri Supplier Code requirements.
- We follow all relevant laws and regulations of the countries in which our company operates,.
- We will inform all of our employees / subcontractors of the content of the Froneri Supplier Code and we will ensure that they also comply with the provisions incorporated therein.
- We authorise Froneri or any organizations acting on behalf of Froneri to carry out audits with or without notice at our premises and the business premises of our subcontractors at any time to verify compliance with the Froneri Supplier Code content.