



Code of Conduct

Introduction

J.A.K. Workwear code of conduct is based on the 10 principles of the UN-Global Compact that cover Human Rights, Labour standards, Environment and Anti-corruption.

The aim of this code is to clarify our principles and promote an understanding and cooperation with our business partners to implement these principles and ensure continuous improvement.

Business enterprises that endorse this Code of Conduct are committed to the principles set out in this document and to meeting, within their sphere of influence, their responsibility to respect these.

This code of conduct applies to all business partners in our value chain.

J.A.K. Workwear upholds and promotes human rights as described in the “*Universal Declaration of Human Rights*”. Furthermore, J.A.K. Workwear upholds the core labour standards of the International Labour Organisation, which include:

1. Conventions No. 138 (Prohibition of child labour)
2. Convention No. 111 (Discrimination, employment and occupation)
3. Convention No.87 (Freedom of association and protection of the right to organise) and convention No. 98 (Right to organise collective bargaining)
4. Convention No. 29 (Forced labour) & No.105 (Abolition of forced labour)
5. Convention No. 100 (Equal remuneration)

Global Compact 10 principles

Human Rights

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights

Principle 2: Make sure that they are not complicit in human rights abuses

Labour

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining

Principle 4: The elimination of all forms of forced and compulsory labour

Principle 5: The effective abolition of child labour

Principle 6: The elimination of discrimination in respect of employment and occupation.

Environment

Principle 7: Businesses should support a precautionary approach to environmental challenges

Principle 8: Undertake initiatives to promote greater environmental responsibility

Principle 9: Encourage the development and diffusion of environmentally friendly technologies.

Anti-corruption

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.

J.A.K. Workwear requires business partners to conduct their daily operations in a responsible and ethical manner, observe and comply to the J.A.K. Workwear code of conduct and the principles below.

Child labour

Definition: *Child labour is work that is unacceptable because the children involved are too young and should be in school, or because the work they do, is unsuitable and can harm them seriously.*

J.A.K. Workwear does not tolerate child labour under this definition.

Children who are younger than the age of compulsory school completion or under the age permitted by either local legislation or as stated by the International Labour Organisation “labour standards” should not be employed other than under the terms described by “responsible child labour” below.

“Responsible child labour” refers to children under the age of 15, performing light work on a part time basis outside school hours, with the consent of parents or guardians.

Special protection of young workers

Where young workers are employed, business partners should ensure that:

- (a) the kind of work is not likely to be harmful to their health or development
- (b) 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.

Business partners 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.

Forced labour

Forced labour in any form such as debt bondage, trafficking and other forms of modern slavery is not allowed.

Disciplinary sanctions that result in trapping employees economically, physically or any other form should not be used as penalties.

Freedom of Association and Collective bargaining

Business partners must respect the rights of their employees to form, join associations that promote their interests at work and the business should recognise such associations and their right to collective representation in accordance with international conventions and National laws.

Employees should also be able to refrain from joining such associations. The business partner shall have procedures in place for reporting of violence, mental or physical coercion, harassment, abuse or threats and for investigating all complaints of misconduct and taking the necessary preventative, remedial or disciplinary actions

Non-Discrimination and Equal Opportunity

Business partners shall not discriminate, exclude or have a 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

Decent Working Hours

Business partners must ensure compliance with the country's rules and regulations covering full time and overtime work. Overtime should be planned so that the employees are assured humane working conditions.

In cases where applicable National jurisdiction does not specify a figure for maximum working hours, then normal working hours shall not exceed 48 hours per week and 60 hours per week with overtime.

Business partners shall ensure that the employees receive sufficient breaks and rest periods between shifts as well as at least one day off per week.

Compensation

J.A.K. Workwear expects business partners to pay their employees a fair and equal compensation, in accordance with National laws and regulations, including overtime hours and all legally mandated benefits.

Occupational Health and safety

Business partners observe this principle when they respect the right to healthy working and living conditions of workers and local communities, without prejudice to the specific expectations set out hereunder

Occupational health and Safety procedures are in place according to the country's laws, or with international standards where domestic legislation is weak. Production facilities should be equipped properly to handle any adverse health and safety situations that may arise. The business partner has the health and safety procedures written down in a language(s) that all employees understand.

The employees are informed and trained on the safety and health procedures and in the use of equipment related to safety and health

Safety/protective and health equipment should be available, installed and maintained properly and are functional at all times.

Proper light, ventilation and fire exits should be available and easily accessible

Other amenities relating to the workers hygienic conditions such as availability of clean water, sufficient clean toilets and eating rooms should be in place

All hazardous substances should be clearly marked, stored, used and disposed of according to the manufacturer's instructions and by trained personnel

Accidents should be documented and processes changed to prevent the same accidents recurring.

A senior management representative/group are appointed with the responsibility for health and safety issues.

Environmental performance

Business partners shall conduct business in a sustainably responsible manner and uphold all applicable laws and regulations.

Environmental Permits

We expect that the suppliers obtain, maintain all required permits and follow the requirements of the permits.

Resource management

The suppliers are required to work towards better management of resources used. Measures for prevention, reusing and recycling should be in place to manage waste and energy.

In some cases, the country's environmental legislation is very weak and the business should make every effort to reduce waste, energy use, emissions to water, air and soil in the various processes throughout the life cycle of the product as well as avoid the use of banned substance

Ethical business behaviour

J.A.K. Workwear expects business partners to work and conduct business in an ethical manner and in compliance with all applicable laws and regulations.

Business partners shall not engage in any form of corruption and bribery with other business partners and public authorities for the purpose of securing an advantage of any kind. J.A.K. Workwear expects that business partners do not ask or except bribes.

Respectful treatment

Business partners shall treat employees with respect and not to execute threats or permit the use of any forms of mental or physical coercion or harassment.

Use of company security forces

Company security forces are prevented from exercising excessive and uncalled force/infringements to others

Products liability

Business partners shall ensure that products do not cause harm to health and safety of people and do not cause unlawful impacts to the environment

General

Business partners are required to cooperate fully with J.A.K. Workwear in ensuring the above requirements are adhered to and substantiated as required.

Business partners agree to ensure that sub suppliers engaged in the production of J.A.K. Workwear products are informed of J.A.K. Workwear Code of Conduct and comply with the principles.

Business partners are required to maintain updated records/documentation relating to the principles including non-compliance in these areas.

In cases of severe violations of the code, the Business partner will be asked to seize the violation within a certain period depending on the violation. In certain cases, deemed as very severe, J.A.K. Workwear will terminate cooperation with the Business partner in question