

# BLACKMODA

## Code of Conduct

Black Moda Oy requires that all its suppliers comply with the following sustainable principles. This is the starting point for entering into and maintaining all business relationships with Black Moda. The supplier shall ensure that all its employees, permanent and temporary, as well as its suppliers, and sub-suppliers, recognize and comply with the requirements set out in this Code of Conduct. When new contracts with suppliers or sub-suppliers are agreed, Black Moda Oy should be informed immediately.

Black Moda Oy is committed to respect the human rights and ensure sustainable working methods. This Code of Conduct aim is setting up the values and principles that the Black Moda Oy strive to implement in the supply chains. The Code of Conduct is based on international conventions such as the Universal Declaration of Human Rights, key UN conventions, UN Guiding Principles for Business and Human Rights and International Labour Organization (ILO) conventions and recommendations.

Suppliers must comply with all international laws and regulations on the environment, employment and human rights; including implementation programs to ensure that products do not contain restricted or prohibited substances or to take measures to ensure that any materials do not originate from areas of conflict or significant human rights abuses (conflict-affected and high-risk areas such as defined by the OECD) and make appropriate documentation available on a periodic basis. With regard to requests for origin of substances in products, suppliers agree to cooperate with Black Moda Oy and to perform reasonable due diligence on the part of their suppliers above to facilitate Black Moda Oy's compliance efforts.

Black Moda Oy carries out commercial activities ethically and with integrity. All suppliers must comply with local laws and regulations, be honest and direct in all business processes. This means that suppliers have to adopt fair and honest transactions ensuring that these fundamental standards are met. Suppliers must have documentation that verifies the hiring and acquisition of activities ethically and must

use the Basic Code of the Ethical Trade Initiative (ETI) or any other similar standard as a guide to implement the hiring and acquisition ethically. Suppliers must provide this information to Black Moda Oy if requested.

The principles set out in the Code of Conduct represent minimum expectations that Black Moda Oy have for their suppliers and other subcontractors. It is the responsibility of Black Moda Oy suppliers to inform their subcontractors about Black Moda Oy's Code of Conduct.

To monitor our business partners conformity with our requirements, we shall have the right to make unannounced visits to all units producing goods for Black Moda Oy. Black Moda Oy's also reserve the right to appoint an independent third party to conduct audits to evaluate compliance with this Code of Conduct. Unwillingness to cooperate or repeated violations of the Code of Conduct may lead to termination of the business relationship with Black Moda Oy.

### **Legal requirements**

All Black Moda Oy's business partners must follow the national laws in the countries in which they operate. Business partners are also committed to the requirements set out in this document. Business partners should note that these may go beyond the requirements set out in national law.

### **Workers' rights**

All Black Moda Oy's business partners shall have a written employment contracts with all employees. Employment contracts must be written in the local language and include the employment terms and conditions.

### **No bonded labour**

Black Moda Oy does not accept any form of forced, bonded or non-voluntary labour. Every employee shall be treated with respect and dignity. Business partners shall ensure that migrant workers have the same entitlements as local employees. All workers shall have right to leave work and freely terminate their employment without any punishment.

### **No Discrimination**

Black Moda Oy does not accept any discrimination. Business partners shall not discriminate employee because of gender, age, religion, race, caste, pregnancy, disability, social background, sexual orientation, political opinions, diseases or any other condition that could give rise to discrimination. Workers shall not be harassed or disciplined on any of the grounds listed above.

### **Freedom of Association**

All Black Moda Oy's business partners shall respect the employees right to form or join associations of their own choosing and bargain collectively. Discrimination against workers because of trade union membership is not allowed.

When operating in countries where trade union activity is unlawful, business partners shall allow workers to freely elect their own representatives with whom the company can enter dialogue about workplace issues.

### **Child labour**

Black Moda Oy does not accept child labour. Business partners shall not employ children younger than 15 years. All business partners must ensure that they do not employ anyone below this age.

In cases when business partners are removing children from the workplace, they should identify in a proactive manner, measures to ensure the protection of affected children. When appropriate, they shall pursue the possibility to provide decent work for adult household members of the affected children's family.

### **Young Workers**

All Black Moda Oy's business partners must follow the legal limitations on the employment of persons below the age 18. Where young workers are employed, business partners should ensure that the kind of work is not harmful to their health and their working hours do not prejudice their attendance at school.

### **Wages**

All Black Moda Oy's business partners shall respect the right of the workers to receive fair remuneration that is sufficient to provide them with a decent living for themselves and their families. Wages must be paid regularly on time, refer to regular working hours and shall reflect the skills, education and experience of the employee.

Business partners shall pay at least the statutory minimum wage, the prevailing industry wage or the wage negotiated in a collective agreement, whichever is higher.

### **Working hours**

All Black Moda Oy's business partners shall ensure that workers are not required to work more than 48 regular hours per week. Overtime work must be exceptional, always voluntary for employee and compensated in accordance with the law. Overtime hours should never exceed 12 hours per week. Furthermore, business partners shall grant their workers the right to resting breaks in every working day and the right to at least one day off in every seven days.

### **Health and safety**

All Black Moda Oy's business partners shall ensure a safe and healthy work environment for all employees. The premises must be regularly maintained and cleaned and must provide a healthy working environment.

Business partners shall ensure that there are systems in place to detect, assess, avoid and respond to potential threats to the health and safety of workers. Hazardous equipment or unsafe buildings are not accepted. Relevant first aid equipment must be available. Emergency exits must be clearly marked and unblocked. Everyone must have right to exit the premises from imminent danger without seeking permission.

Business partners shall ensure access to drinking water, safe and clean eating and resting areas as well as clean and safe cooking and food storage areas.

## **Environment**

All Black Moda Oy's business partners must respect the environment and comply with all environmental laws in the countries in which they operate. Business partners must have the relevant environmental permits for their operations.

Water is a scarce resource in many parts of the world and should be used as efficiently as possible. Business partners must ensure that all wastewater is treated and disposed according to the local legislation.

Business partners shall work to improve resource efficiency and reduce waste during their production. All waste must be taken care of in responsible manner and in accordance with local laws.

## **Chemicals**

All Black Moda Oy's business partners must follow the current European Chemical regulation REACH. There should be a material safety data sheet (MSDS) available on site where the chemicals are used.

## **Animal welfare**

Black Moda Oy's does not accept any harm or cruelty to animals during production. Business partners shall ensure that materials derived from animals are from animals that are treated according to the animal welfare laws and international recommendations.

## **Commitment to the Code of Conduct**

Signing up the Code of Conduct is mandatory for all business partners having a business relation with Black Moda Oy.

Signing up the Business partners commit to comply with Black Moda Oy's Code of Conduct and take the responsibility to inform all subcontractors about it to secure their possibility to comply.