

PromAction BV Code of Conduct for vendors

This code of conduct is a binding document for all vendors who are contracted by PROMACTION to produce or deliver products. If PROMACTION contracts a vendor this code of conduct has to be applied and/or undersigned to secure the topics below. PROMACTION and its principals are free to supplement these requirements at any time.

Child Labour

PROMACTION will not accept goods on which children younger than the age for completing compulsory education complying with local laws and ordinances within the country have worked or that have been produced under circumstances disadvantageous to the health, education and development of children. The Buyer will not accept Goods on which children have worked to re-pay debts owed by any member of their family.

Forced Labour

Unless restricted by local laws, the Supplier must allow its employees the freedom of association and the right to collective bargaining. The Supplier confirms that no identity papers or deposits from employees are held.

Hours of Labour

We maintain reasonable employee work hours based on the limits on regular and overtime hours allowed by local law, or where local law does not limit the hours of work, the regular work week. Overtime, when necessary, is fully compensated according to local law, or at a rate at least equal to the regular hourly compensation rate if there is no legally prescribed premium rate. Employees are permitted reasonable days off (at least one day off in every seven-day period) and leave privileges.

Health & Safety

The Supplier must verify that fire prevention, fire protection and dangerous substance spillage procedures are in place at manufacturing facilities and in any dormitory housing provided for employees, and that all requirements in this regard are communicated to all employees. Manufacturing facilities must be well lit and ventilated, aisles must be clear and accessible, protective railings must be placed on stairs and cages on lifts. Electrical wiring must be checked on a regular basis to ensure that it is in good condition, free of lint and dust. Machinery should be properly maintained at all times. Hazardous materials should be properly stored and disposed of.

Compensation

The Supplier ensures that wages and benefits paid to its employees are at least consistent with the local laws or legislation governing minimum wages and benefits. Working hours must not exceed prevailing local maximum permitted working time. If overtime is required, the overtime hours must be paid at least consistent with local laws and legislation.

Discrimination

The Supplier ensures that it will not engage in or support discrimination in hiring, compensation, access to training, promotion, termination or retirement of its staff based on race, national origin, religion, gender, sexual orientation, union membership or political affiliation. The recruitment of its employees is made on the basis of ability to do the job.

Coercion and Harassment

The Supplier shall not engage in or support the use of physical punishment of its employees. PROMACTION will not accept Goods which have been made under labour conditions which do not satisfy the generally acceptable standards of decency. These are forced labour, i.e. by convicts who have been forced to perform hard labour during their imprisonment, dangerous labour and labour which is disadvantageous to health.

Environment

The Supplier must comply with all local environmental laws and legislation and be committed to improving and investing in environmental efforts.

Legal requirements

Vendors shall comply with all legal requirements to the conduct of their business and shall ensure that their contractors and suppliers adhere to this code of conduct.

Compliance to environmental and product safety legislation

This legislation covers the following issues where applicable:

- product liability
- CE marking
- CE norm for toys (EN71-1/2/3/9/10/11)
- No use of PVC softeners (phthalates) in childrens product and limited use of PVC softeners in others
- Use of Azo-free colorants
- Use of lead free paints and inks
- Low Cadmium (Max. 100 ppm)

- Cadmium free batteries
- Directive dangerous waste
- Bromine-containing fire retardants
- Flammability of textiles
- RoHS
- WEEE

This list is not complete and you will not be able to derive any rights from it, you are solely responsible for the correct legally required specifications of a product.

At all times PROMACTION reserves the right to pay unannounced visits or appoint independent consultants to pay unannounced visits to the factories in which the Goods or parts of the Goods are produced to check whether these universal principles are met.

Please sign and return a copy with the signed purchase order.

If PROMACTION does not receive a response in return and prior to production, please note that we need to review our relationship with your company.

Company name: _____

Name: _____

Title: _____

Date: _____

Signature: _____