



## Standards for Suppliers

*Standards for Suppliers ("Standards") are Nevilles fundamental expectations from its suppliers regarding their activities in relation to the workers producing merchandise for sale by Nevilles and the impact of their manufacturing practices on the environment. Additionally, suppliers must comply with Nevilles Gift, Gratuity and Conflicts of Interest Policy, conduct their business in an ethical manner and be consistent with accepted accounting principles*

### **Standards**

#### **1. Compliance with Laws**

Suppliers and their designated manufacturing facilities ("Suppliers") must fully comply with all applicable national and/or local laws and regulations, including but not limited to those related to labour, immigration, health and safety, and the environment.

#### **2. Voluntary Labour**

All labour must be voluntary. Child, forced, bonded, prison, or indentured labour will not be tolerated. Workers must be allowed to maintain control over their identity documents. Suppliers must provide workers with rest days and must ensure the working hours are consistent with local regulations and not excessive.

#### **3. Hiring and Employment Practices**

Suppliers must implement hiring practices that accurately verify workers' legal right to work in the country and age prior to employment. All terms and conditions of employment including, but not limited to, hiring, pay, promotion, termination, and retirement must be based on an individual's ability and willingness to do the job.

#### **4. Compensation**

Suppliers must compensate all workers with wages, overtime premiums, and benefits that meet or exceed local legal standards, local industry standards, or collective agreements, whichever are higher. Suppliers are encouraged to provide wages and benefits that are sufficient to meet workers' basic needs and provide some discretionary income for workers and their families.

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

Suppliers must respect the right of workers to choose whether to lawfully and peacefully form or join trade unions of their choosing and to bargain collectively.

#### **6. Health and Safety**

Suppliers must provide workers with a safe and healthy work environment and, where applicable, safe and healthy residential facilities. Suppliers must take proactive measures to prevent workplace hazards.

#### **7. Environment**

Suppliers must ensure every manufacturing facility complies with national and local environmental laws, including all laws related to air emissions, water discharges, toxic substances and hazardous waste disposal..

#### **8. Gifts and Entertainment**

Suppliers must refer to the Nevilles Gift, Gratuity and Conflicts of Interest Policy.

#### **9. Conflicts of Interest**

Suppliers must not enter into transactions with Nevilles that create a conflict of interest.

## **10. Anti-Corruption**

Suppliers must not tolerate, permit, or engage in bribery, corruption, or unethical practices whether in dealings with public officials or individuals in the private sector.

## **11. Financial Integrity**

Suppliers must keep accurate records of all matters related to their business with Nevilles in accordance with standard accounting practices such as Generally Accepted Accounting Principles (GAAP) or International Financial Reporting Standards (IFRS).

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