



**SUPPLIER-BUYER CODE OF CONDUCT
2021**



Dear Partner,

As you all know it is very important to us that our clothing is manufactured under good working conditions and as environmentally friendly as possible. Sustainability is highly valued at Schijvens and is embedded within our entire company. For years we have been well aware that continuing on the traditional path of production is no longer sustainable in the long term and this awareness is reflected in its mission and vision. We strive for an economy in which today's goods form the basis for tomorrow's products; a circular economy. Our mission is to produce sustainable, post-consumer corporate clothing (with worn garments as input) that is worn with pride and pleasure by the personnel. Our vision is to be completely producing circular by 2022. In addition in terms of social responsibility, our company and our production sites are affiliated with the Fair Wear Foundation, an organization that is dedicated to good working conditions. In addition we are also affiliated with the Dutch Agreement on Sustainable Garments and Textile, Bangladesh Accord and ISO14001 certified. We find it naturally; respect for people and the environment and concern for the future.

In addition, there will be an European legislation for due diligence

There are still numerous social abuses within the textile sector and most textile production unfortunately still creates a substantial environmental burden. We believe that manufacturers such as ourselves have a responsibility to work only with production locations whose business practices are responsible. Production locations who, in consultation with us, make careful choices about using the right materials.

Our decision to work with fixed production partners (who all have their own USP's) reflects our vision for the future. As far as we are concerned, this cooperation - this co-creation - is a step in the right direction, a step towards awareness of needing to treat people and the environment with respect.

An environment that our children, grandchildren and many generations beyond must be able to live in and enjoy.

Our main priorities are working towards a fully circular economy, the implementation of living wages, and chemicals, water & energy. You might understand that we cannot change the world by ourselves, so we need your commitment as well.

Our suppliers should strive to work in line with the OECD guideline's.

See <http://mneguidelines.oecd.org/responsible-supply-chains-textile-garment-sector.htm>



We would like you to provide us all CSR-certifications and send us updated certificates annually. This applies to all production locations involved in the production of our garments, full transparency is key to realize improvements also further down the chain. In addition, we expect you all to follow our latest requirements regarding RSL, MRSL and REACH. Regarding social responsibility, our first tier supplier are audited at least every three years, and we expect you to keep us updated on a regular basis, change must be evident on all the corrective actions and if help is required please reach out. We will also extend audits to production locations further down the supply chain, such as dyehouses. Step by step we want to make changes throughout the entire supply chain.

We are always open for suggestions and input from you, so please let us know what is on your mind and where you might be struggling. We believe in cooperation as partners and strive for long-term partnerships. It is highly important that suppliers share the same vision and purchasing practices are established and followed in agreement with each other. Furthermore, please sign this document and send back to us, to confirm you agree with our requirements.

Together with you we can make changes!

Kind regards,

Shirley Rijnsdorp-Schijvens (Owner)

Jaap Rijnsdorp-Schijvens (CEO)



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Code of Conduct

Schijvens fundamental principle when conducting its business is to operate in accordance with the highest ethical, social and environmental business standards. Schijvens strives to assure that Schijvens products are made under conditions that treat workers fairly and with respect, and that take into account national and international environmental laws and labour law safety provisions.

It is Schijvens uncompromising expectation that each individual company involved in the Value Circle respects these key elements of Schijvens values and principles and abide by the rule of the Schijvens Code of Conduct.

As further laid down in detail, Schijvens may assess the compliance with this Code of Conduct by informal visits on our own or by third parties such as The Fair Wear Foundation.

Our partners can expect that we will work with them and have our full commitment to reach out to a better textile industry.

Join our Value Circle !

Our Code of Conduct consists of the eight labour standards derived from ILO Conventions and the UN's Declaration on Human Rights, animal welfare and environmental standards including water pollution and the use of chemicals, water and energy. All of our suppliers must sign our Code of Conduct and agree with our terms and conditions in terms of sustainability. We ask all our suppliers to notify us of any risk of adverse impacts relating to labour rights, animal welfare and environmental hazards during the manufacturing of our garments.

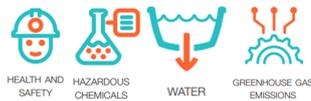
1. Social labour standards

- 1.1 Employment is freely chosen
- 1.2 There is no discrimination in employment.
- 1.3 No exploitation of child labour.
- 1.4 Freedom of association and the right to collective bargaining.
- 1.5 Payment of a living wage.
- 1.6 No excessive work hours.
- 1.7 Safe and healthy working conditions.
- 1.8 Legally-binding employment relationship.



2. Water, Energy and Chemicals (WECH)

We expect our suppliers to respect the environment and always consider the impact that production processes have on the planet and footprint. The production of apparel from raw materials to finished products is a complex and chemical-intensive process. For this reason, we are committed to implementing responsible chemical management procedures throughout our supply chain and for all manufacturing processes and product components.



3. Animal welfare

We find it important that animal friendly materials are used for the production of our garments, thus no animals are suffering during the production process. All animals should be treated well and should be cared for in ways where no abuse, suffering and stress takes place.





OUR COMMITMENT

We, the buyer, commit to supporting our suppliers to meet the topics of this code of conduct by:

- ✓ *Continuously working to improve our policies and practices to enable our suppliers to be able to meet their commitments as outlined in this code of conduct.*
- ✓ *Treating suppliers with respect and consideration in all our dealings and communications.*
- ✓ *Communicating clearly, promptly and accurately on all issues concerning orders.*
- ✓ *Never negotiating a price that is below the cost of production, as this will impact on the wages and working conditions of workers.*
- ✓ *Staying with our current supplier if a higher price will ensure decent wages and working conditions for workers, rather than moving our business elsewhere purely on the basis of price.*
- ✓ *Placing orders with lead times that do not trigger excessive working hours or sub-contracting*
- ✓ *Refraining from changing orders repeatedly and with short notice. If changes are unavoidable, amending target delivery times accordingly.*
- ✓ *Providing material and practical support to our suppliers in striving to meet their obligations under this code of conduct.*
- ✓ *Sharing the cost of implementing and monitoring improvements on working conditions.*
- ✓ *Taking pay and working conditions of workers into consideration when reviewing our business relationship, rather than ending a business relationship purely on the grounds of price. Unless benchmarking shows that prices are not competitive.*
- ✓ *Organize annually a supplier meeting to share best practices with each other and reward the best supplier of the year*



THE SUPPLIERS' COMMITMENT

We, the supplier, commit to striving to meet the required topics of this code of conduct by:

- ✓ *Operating within the laws relating to women and men workers and their working conditions and not engaging in corruption at any level.*
- ✓ *Treating women and men workers equally and with respect and consideration, upholding their dignity.*
- ✓ *Providing clear, understandable written information to workers on their wages, working hours, benefits, terms of employment and their rights as workers.*
- ✓ *Never using forced, bonded or involuntary prison labour or requiring workers to lodge deposits or identity papers. Allowing workers to leave freely after providing reasonable notice.*
- ✓ *Allowing women and men workers to join or form trade unions or other independent workers' organizations of their own choosing and to bargain collectively. Not discriminating against workers' representatives and enabling them to function in the workplace.*
- ✓ *Providing a safe and hygienic working environment; regular H&S training; access to potable water, clean, safe and separate accommodation and toilets for women and men.*
- ✓ *Not recruiting children. Make sure that children who are legally allowed to work does this under the correct conditions and not at night nor in hazardous conditions.*
- ✓ *Paying women and men equal wages for equal work for a standard working week; wages that are enough to meet basic needs and provide discretionary income. Not making unfair deductions from pay.*
- ✓ *Ensuring that working hours do not exceed 48 hours standard or 60 hours, including overtime on long term basis.*
- ✓ *Not discriminating against women or men workers on the basis of gender, race, caste, national origin, religion, age, disability, marital status, sexual orientation, union membership, political affiliation, medical condition etc.*
- ✓ *Providing regular employment and not avoiding obligations to employees through sub-contracting, home-working, apprenticeships or use of revolving short terms contracts.*
- ✓ *Not using or permitting harsh treatment to be used towards women or men workers including actual or threatened physical or verbal abuse, sexual harassment, or other forms of intimidation.*
- ✓ *Minimizing the impact of the production process on the environment and on the natural resources of marginalized people.*



- ✓ *Communicating clearly, promptly and accurately on all issues concerning orders.*
- ✓ *Informing Schijvens / Fair Wear Foundation, if their purchasing practices are undermining the supplier's ability to uphold decent working conditions.*
- ✓ *Willing to work together, to share open and honest all information and data with Schijvens to improve labour conditions and to lower down the environmental footprint.*
- ✓ *Willing to work together and treating all other participants with respect in the open and transparent value circle. In which all stakeholders are brought together.*
- ✓ *Taking responsibility in case an employment agency is used, to check and record the employees name, age, health and correct payments.*
- ✓ *Providing full transparency and insight in all production locations used for Schijvens garments down the entire supply chain.*



SUPPLIER-BUYER CODE OF CONDUCT 2021

Buyer

Name : J.Rijnsdorp

Title : CEO

Place : Hilvarenbeek, Netherlands

Date : 15-03-2021

Signature :

Stamp :

Supplier

Name :

Title :

Place :

Date :

Signature :

Stamp :