

HUMAN RIGHTS & LABOR PRACTICES POLICY



Human Rights & Labor Practices

Coast Roast Coffee is committed to maintaining a work environment that respects and supports human rights for all employees. We have, therefore, adopted this Global Human Rights Policy. It is based on our key beliefs of uncompromising integrity and constant respect for people and is consistent with the core tenets of the International Labor Organization's (ILO) fundamental conventions and the United Nations Universal Declaration of Human Rights. This policy represents Coast Roast's own minimum standards for working conditions and human rights. While local laws or regulation may necessitate a different interpretation or application of this Policy, Coast Roast believes that the fundamental values set forth in this Policy should serve as our global minimum business standards.

Non-Discrimination & Harassment

Coast Roast is an Equal Employment Opportunity Employer and will not discriminate based on race, sex, color, national origin, creed, religion, pregnancy, age, disability, military/veteran status, sexual orientation, genetic information, marital status, or any legally protected status.

We employ people based on their ability to do the job, and we prohibit discrimination based on employees' personal characteristics, conditions or beliefs. Retaliation against anyone who reports in good faith a concern to Coast Roast about actual or suspected violations of this policy will not be tolerated.

Freely Chosen Employment

Coast Roast respects our employees' right to individually decide to join or to refrain from joining any lawful organization. Coast Roast prohibits the use of all forms of forced labor, including prison labor, indentured labor,

bonded labor, military labor, slave labor and any form of human trafficking.

At Coast Roast, the employment relationship must be voluntary, and the terms of employment must comply with applicable laws and regulations. We ensure that terms of employment of our employees and contract workers are voluntary. We do not require any employee or contract worker to remain in employment for any period against his or her will or engage in practices which restrict their ability to terminate employment. We do not require employees or contract workers to lodge "deposits" or hand over government-issued identification, passports or work permits as a condition of employment, unless required by applicable law. We do not use deceptive, misleading or fraudulent practices during recruitment of employees.

Prohibiting Child Labor

Coast Roast prohibits the employment of forced labor or child labor. We adhere to minimum age provisions, not hiring workers younger than 15 years of age or the local legal minimum working age consistent with International Labor Organization guidelines, and the local law allowing such exception, the age for completing compulsory education, or the minimum age established by law, whichever is greater.

Younger workers may be employed through approved, short-term internships, apprenticeships or work experience programs, but they are never permitted to do work that may threaten their health and safety or hinder their education or vocational orientation and training.

Fair working hours

Coast Roast manages operations to ensure that overtime does not exceed levels that create inhumane working conditions. We do not require employees to work more than the maximum hours of daily labor set by local law.

Wages and Benefits

Coast Roast provides employees with compensation and benefits that are fair and equitable for the type of work performed and the local business market where the work is performed. Employees are paid at least the minimum legal wage or, where no wage law exists, the local industry standard. We pay for overtime at a rate that at least meets the local legal requirement. For each pay period, we provide employees with an understandable wage statement that includes enough information to verify accurate compensation for work performed. We do not make deductions from wages as a disciplinary measure.



Freedom of Association

Coast Roast recognizes the right of our employees to join associations of their own choosing or to refrain from joining, and the right to collective bargaining, unless otherwise prohibited by law. In all cases, we respect employees' rights to open communication,

direct engagement, and humane and equitable treatment. We do not discriminate or retaliate against employees for engaging in union organizing and collective bargaining activities, or in other forms of collective representation.

Employee Privacy

Coast Roast is committed to providing privacy protection of employee data maintained by the company. Employee data will be used for the sole purpose of supporting Company operations and providing employee benefits. Coast Roast has safeguards in place to ensure personal data is protected from unauthorized access and disclosure, including limiting access to such data only to those employees with a legitimate business purpose.

Workplace Safety

Coast Roast is committed to providing employees with a safe and healthy work environment and ensuring a safe and efficient workplace is key to our success. Everyone's safety matters to us. We strive for continuous improvement in our products and processes to minimize waste and protect the environment.

Physical Discipline or Abuse

Under no circumstance is physical punishment or discipline, or the threats of violence, sexual abuse, or other sexual harassment, verbal abuse, psychological abuse or other forms of intimidation tolerated in the workplace.

Global Business

As a global company, Coast Roast's business transactions cross many borders. Coast Roast is committed to engaging in reasonable due diligence and screening of customers and distributors to ensure compliance with laws that regulate international trade.

Enforcement

Coast Roast believes that the ability to enforce a policy is as critical as the adoption of the policy. To promote the enforcement of this Policy, Coast Roast will inform employees of this Policy and encourage employees who believe this Policy has been violated to report the suspected violations on a confidential basis. No retaliatory action will be tolerated against anyone who raises concerns about possible violations of this Policy. We investigate such reports and take timely remedial or corrective action when appropriate.

Failure to comply with this policy is a violation and is the basis for disciplinary action that may include termination of employment. In some cases, individual civil or criminal penalties may also apply.

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