

SUPPLIER CODE OF CONDUCT



Supplier Code of Conduct

Coast Roast Coffee is committed to the highest standards of social responsibility, environmental responsibility, and ethical conduct. As partners of ours, we expect our suppliers, contractors, agents, consultants, and providers of goods and services to join our commitment and conduct business in a manner that reflects and adheres to the principles and ethical standards from which our company was built.

Accordingly, we have established this Coast Roast Supplier Code of Conduct to clearly specify the minimum standards of ethics and working and environmental conditions that a Supplier must meet in order to conduct business with Coast Roast Coffee. We expect you to comply fully with the laws, regulations, or other legal requirements in every jurisdiction in which you operate, including those requirements governing compensation, working conditions, and environmental protection.

In addition, as a Supplier, you must comply with this Coast Roast Supplier Code of Conduct, and ensure that any subcontractors, providers, or agents you use also follow the same standards. If the national law and the Coast Roast Supplier Code of Conduct address the same issue, the more stringent requirement applies.

As a part of the Coast Roast value chain, we will work together ensuring our companies positively impact our communities, our planet and our people.

Workplace Human Rights

Coast Roast is committed to a work environment that values inclusion, diversity, respect, and integrity. Coast Roast recognizes that our business decisions have the potential to impact our surrounding communities and the environment. We are committed to uphold

workforce and workplace free of harassment and unlawful discrimination.

As such, all Suppliers to Coast Roast shall also provide working conditions for their employees that are free from harassment and discrimination, including: age, race, religion, ethnicity, national origin, sex, sexual orientation, gender identity and/or expression, disability, predisposing genetic characteristics, military status, veteran status, marital status and any other characteristic protected by federal, state or local law. Harassment towards other parties by our Suppliers is also prohibited.

Diversity and Non-Discrimination

At Coast Roast we respect all differences. Therefore, we require Suppliers to refrain from engaging in any discriminatory practices in hiring, compensation, access to training, promotion, termination, and/or retirement based on race, color, sex, national origin, religion, age, disability, gender identity or expression, marital status, pregnancy, sexual orientation, political affiliation, union membership, or veteran status.

Respect and Fair Treatment

Suppliers must maintain a workplace where business activities are conducted with respect and where treatment of workers is fair. This includes making employment decisions based on a worker's performance and ability (except as otherwise required under collective bargaining agreements). You shall comply with all applicable laws on non-discrimination and antiharassment in hiring and employment practices.

Employment Eligibility and Voluntary Labor Force

Coast Roast prohibits the use of illegal child labor and/or forced labor, whether in the form of indentured labor, bonded labor, or prison labor. We also forbid the support of or engagement in any form of human trafficking or involuntary labor through threat, force, fraudulent claims, or other coercion. Supplier shall only employ workers with a legal right to work. Illegal child labor and forced labor (including prison labor, indentured labor, bonded labor, or slave labor) are forbidden in any circumstance.

Access to Work-Related Documents

Supplier is prohibited from requiring employees or contractors to lodge “deposits,” holding employee identity or immigration papers (including but not limited to passports or work permits), or destroying, concealing, confiscating, or otherwise denying an employee’s or contractor’s access to such documents. Supplier’s employees and contractors shall be free to resign their employment in accordance with local and national laws or regulations without unlawful penalty.

Work Hours

Suppliers will comply with all applicable laws on work hours and overtime. Employees are to be compensated with wages, overtime and benefits that meet or exceed legally mandated minimum standards. Compensation shall be provided in a way that is prompt and easily understood.

Age Laws

Child labor is prohibited. Suppliers must adhere to minimum age provisions of applicable laws

and regulations, 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. In addition, you will observe all legal requirements for work of employees under 18 years of age, particularly those pertaining to hours of work and working conditions.

Legal Wages and Humane Conditions

Workers must be provided with clear and understandable written information about their employment conditions in a language understood by the worker with respect to wages, benefits, location of work, living conditions, housing and associated costs (including any costs charged to employee), and if applicable, the hazardous nature of any work before they enter employment and as needed throughout their term of employment. Deductions from wages as a disciplinary measure will not be permitted nor will any deductions from wages not provided for by national law or local law, without the express written permission of the worker concerned. Wages and benefits paid for a standard work week must meet local and national legal standards.

If Suppliers are employing workers for consulting, they shall ensure that any third-party recruitment agencies, if used, are compliant with the provisions of this Supplier Code and all legal requirements.

Freedom of Association

Suppliers will respect employee’s lawful right of free association, as well as employee’s lawful right to join, form, or not join a labor union.

Workplace Safety

At Coast Roast, ensuring a safe and efficient workplace is key to our success. We engage with our employees to develop preventative measures, set clear accountability guidelines and standards for managing safe behaviors in the workplace. Everyone's safety matters to us and, as such, we expect our Suppliers to have policies and practices in place to ensure the health and safety of their employees and to take all necessary steps to provide a safe working environment for their employees.

Reporting a Concern of Misconduct

We expect our employees to speak up and do the right thing. If you believe that a Coast Roast employee or anyone acting on behalf of Coast Roast has engaged in illegal or otherwise improper conduct with respect to their business with you, you shall report the matter to Coast Roast.

Grievance Procedures

Suppliers shall maintain internal programs for handling reports of workplace grievances, including anonymous reports. Such reports shall be investigated, and Suppliers must take corrective action where necessary. Procedures shall protect worker confidentiality and prohibit retaliation.

Prohibiting Physical Discipline or Abuse

Under no circumstance is physical abuse or discipline, or the threat of physical abuse, sexual abuse, or other sexual harassment, verbal abuse, or other forms of intimidation allowed.

Gifts or Other Benefits

We expect Suppliers to have a policy on gifts and entertainment practices. Bribing or giving inappropriate luxury gifts to Coast Roast employees is restricted, regardless of local custom. Furthermore, Suppliers must not offer entertainment or gifts to government officials—or make direct or indirect political contributions—on behalf of Coast Roast.

Competition and Fair Dealing

At Coast Roast, we seek to outperform our competition fairly and honestly. We strive to gain competitive advantages through superior performance, not through unethical or illegal business practices. Stealing proprietary information, possessing trade secret information that was obtained without the owner's consent, or inducing such disclosures by past or present suppliers of other companies is prohibited. All suppliers should respect the rights of, and deal fairly with the company's customers, other suppliers, competitors and Coast Roast employees. No Supplier should take unfair advantage of anyone through manipulation, concealment, abuse of privileged information, misrepresentation of material facts or any other intentional unfair-dealing practice.

Conflicts of Interest

Suppliers must avoid conflicts of interest, or the appearance of conflicts of interest, including disclosing any material transaction or personal or professional relationship that reasonably could be expected to give rise to such a conflict. Suppliers must not take advantage of any business information discovered through their dealings with Coast Roast.

Community Involvement

Coast Roast seeks to work with Suppliers who share our commitment to social and economic development and the sustainability of the communities we serve. Therefore, we encourage Suppliers to proactively and positively engage with their communities.

Environment

Coast Roast is committed to protecting and respecting our environment. We believe in doing business the right and responsible way by observing and respecting all applicable environmental laws and regulations. We continue to explore and implement ways to be more efficient with our consumption of natural resources and to minimize our environmental footprint. We expect our Suppliers to share in this commitment to protect and preserve the environment for future generations. At a minimum, our Suppliers must follow all applicable environmental laws, regulations, and standards.

Trade Sanctions and Export Controls

Coast Roast expects all Suppliers to comply with all trade and export control laws that apply to their work with Coast Roast.

Anti-Bribery, Anti-Corruption, and Competition

As a Coast Roast Supplier, Suppliers must not offer, promise, make, or authorize any payment, bribe, or thing of value in connection with Coast Roast business, if the purpose or intent is to gain a business advantage. Suppliers comply with our policy on anti-bribery and all applicable anti-bribery and anti-corruption laws, including, but not limited to, the U.S. Foreign Corrupt Practices Act and the UK Bribery Act. Suppliers will also ensure all applicable laws

regarding fair competition and antitrust are followed.

Intellectual Property

Suppliers must always protect the proprietary intellectual property of Coast Roast and our affiliates, agents, or clients, even if it is public. This includes trademarks, patents, copyrights, inventions, and other proprietary works. Suppliers must only use such intellectual property for the purposes authorized in writing by Coast Roast.

Compliance & Audit

Coast Roast will monitor its supply chains and perform periodic audits of its employees and Suppliers to determine compliance with the prohibition against slave labor or human trafficking.

Coast Roast reserves the right to audit compliance with this Supplier Code of Conduct. Such audits may be conducted by Coast Roast or its auditing agency. Coast Roast generally does not engage third parties to evaluate compliance. If an audit identifies a violation of this code, the Supplier shall take prompt, remedial measures to address the violation to Coast Roast's satisfaction or have their agreements suspended and/or terminated.

CONTACT INFORMATION:

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