

Code of Conduct

At SAYE, we firmly believe that being a responsible product goes beyond the choice of materials used. It encompasses the people involved in its production and the processes through which it is made. In our pursuit of excellence and long-term environmental responsibility, we recognize the significance of collaborating with suppliers who share and uphold our values.

We understand that our stakeholders operate within diverse legal and cultural contexts. Therefore, we are dedicated to working closely with them, hand in hand, to identify and prioritize areas for improvement. By fostering open communication and collaboration, we aim to collectively enhance our practices and make a positive impact on our shared goals.

Before establishing a partnership with any supplier, we have implemented a thorough evaluation process. This involves the completion of a comprehensive form in which suppliers demonstrate their commitment to ethical standards and environmental practices. We firmly believe that transparency and honesty on their part will contribute to the development of long-lasting relationships, enabling us to facilitate positive change together.

As part of our unwavering commitment to responsible practices, we have developed a robust Code of Conduct that is based on the core labor standards of the International Labour Organization (ILO) and the 10 principles outlined by the United Nations Global Compact (UNGC). This Code of Conduct serves as a guiding framework for all individuals associated with SAYE, including employees, suppliers, partners, and customers. It establishes the fundamental principles and rules of professional conduct that we uphold within our organization and expect our stakeholders to align with.

By adhering to these globally recognized standards and principles, we strive to foster an environment of integrity, fairness, and sustainability throughout our supply chain and beyond.

1. Law and Code Compliance

At SAYE, we prioritize strong compliance with legal requirements and ethical standards throughout our supply chain. We expect our suppliers to uphold the following commitments, which will be closely monitored.

2. No Child Labor

At SAYE, we have a strict policy against any form of child labor within our supply chain. We firmly adhere to the standards set forth by the International Labour Organization (ILO) Conventions 138 and 182, which establish guidelines to protect the rights and well-being of juvenile workers (aged 15-17).

3. No Forced Labor, Human Trafficking, and Slavery

At SAYE, we are deeply committed to ensuring that our supply chain is free from any form of forced, involuntary, or compulsory labor, as well as human trafficking and slavery. We strictly adhere to the principles outlined in the International Labour Organization (ILO) Conventions 29, 105, and 182.

4. Harassment, Abuse, and Disciplinary Practices

At SAYE, we are committed to fostering a work environment where every employee is treated with utmost respect and dignity. We strictly prohibit any form of physical, sexual, psychological, or verbal harassment, abuse, threats, or any behavior that undermines an individual's well-being.

5. Freedom of Association and Collective Bargaining

At SAYE, we firmly uphold the rights of workers to freedom of association and collective bargaining. We are committed to ensuring that our suppliers recognize and respect these fundamental rights. We insist that all suppliers must develop and fully implement effective grievance mechanisms which resolve internal industrial disputes, and employee complaints, and

ensure effective, respectful, and transparent communication between employees, their representatives, and management.

(ILO Conventions 87, 98, and 135)

6. Wages and Benefits

At SAYE, we are committed to ensuring fair and equitable wages and benefits for workers throughout our supply chain. We adhere to the principles outlined in the International Labour Organization (ILO) Conventions 26, 100, and 131. Our commitment in this regard is as follows:

- Timely and Legal Payment
- Meeting Basic Needs
- Discretionary Income
- Equal Pay and Employment Opportunities
- Progressive Improvement

Through ongoing monitoring, evaluation, and collaboration with our suppliers, we strive to continuously improve wage and benefit standards, promoting fair compensation and equal opportunities for all workers associated with SAYE.

7. No Excessive Work Hours

Employers must adhere to regulations governing working hours to ensure the well-being of their workers. The specific working hours will be outlined in the employment contract and should not surpass 48 hours per week. Additionally, employees should be granted a minimum of 24 consecutive hours of rest within each seven-day period.

Overtime work should always be voluntary and not exceed 12 hours per week. It should not be a regular requirement, and employees must be compensated at a higher rate for the additional hours worked. Under normal circumstances, the total number of regular and overtime hours in a week should not exceed 60 hours.

In certain situations, such as the succession of shifts or extraordinary circumstances, national laws may permit exceeding the 48-hour limit for a week. However, this should be considered exceptional and subject to the allowances set by the respective country's legislation.

These guidelines are in line with the International Labour Organization (ILO) Conventions 1 and 30, which aim to ensure fair and reasonable working hours for employees worldwide.

8. No Corruption

To maintain integrity and combat corruption, it is essential to uphold ethical standards while being mindful of cultural variations and local traditions. While gestures of appreciation and gratitude through gift-giving are acceptable, it is crucial to ensure that these acts are not intended to influence the recipient's actions or derive personal benefits.

Partners and suppliers are expected to establish robust processes and procedures to prevent corrupt practices. These measures should align with the guidelines set forth in the United Nations Convention against Corruption, encompassing the necessary scope to address potential corrupt activities.

By adhering to these principles, organizations can foster an environment of transparency, accountability, and fairness, promoting a culture that actively opposes corruption.

9. Provide a Safe and Healthy Environment

In line with the International Labour Organization (ILO) Convention 155, suppliers are obligated to create a safe and healthy working environment that safeguards employees from accidents and health-related issues associated with their work or the employer's facilities.

Employers are required to adopt a proactive approach to health and safety by implementing policies, systems, and training programs aimed at preventing accidents, and injuries, and promoting the well-being of workers. This includes identifying and mitigating potential hazards, providing necessary safety equipment and training, and regularly assessing and improving workplace conditions.

By prioritizing the safety and health of employees, employers can establish a conducive work environment that minimizes risks and fosters the overall well-being of their workforce.

10. Protect the Environment

Recognizing the severe consequences of harmful actions and practices on the environment, it is imperative to prioritize environmental protection. Disregarding the environment poses a direct threat to various aspects of life, including health, water resources, and overall sustainable development.

Suppliers are expected to adhere to applicable environmental laws and regulations. Furthermore, they must take credible and proactive measures to minimize negative impacts on the environment. SAYE, as an organization, sets minimum requirements for all its suppliers, emphasizing the importance of transparency regarding their environmental impact and practices.

By enforcing these expectations and promoting transparency, SAYE aims to foster a culture of responsible environmental stewardship. This commitment ensures that suppliers actively engage in mitigating their environmental footprint and contribute to the preservation and sustainability of our planet.

11. Animal Welfare

In line with the importance of animal welfare, suppliers are expected to uphold a respectful attitude towards all forms of animals. It is crucial for suppliers to progressively adopt and implement humane animal welfare practices.

This commitment involves treating animals with care, dignity, and respect, ensuring their well-being, and avoiding any unnecessary harm or suffering. Suppliers should strive to continuously improve their animal welfare practices, keeping in mind the ethical considerations associated with the treatment of animals.

By prioritizing animal welfare, suppliers can contribute to a more compassionate and responsible approach toward our fellow living beings.

12. No Subcontracting

To ensure transparency and accountability in the supply chain, SAYE imposes strict guidelines regarding subcontracting. Suppliers are prohibited from subcontracting without prior consent from SAYE. Any subcontracting arrangement must be approved by SAYE, and the supplier is responsible for ensuring that subcontractors comply with SAYE's code of conduct and applicable laws.

By maintaining control over subcontracting practices, SAYE can effectively monitor and enforce ethical standards throughout the supply chain. This helps to safeguard the integrity of SAYE's brand and ensures that all parties involved in producing SAYE branded or affiliate products adhere to the established code of conduct and legal requirements.

13. Management Commitment

SAYE places significant importance on management commitment from its suppliers. To engage in business with SAYE, suppliers must fulfill the following requirements:

Transparency: Suppliers are expected to demonstrate transparency in their operations and practices. This includes providing relevant information about their supply chain, manufacturing processes, and compliance with SAYE's code of conduct.

Commitment: Suppliers are required to exhibit a strong commitment to ethical standards, sustainability, and responsible business practices. This commitment should be reflected in their actions and decisions, aligning with SAYE's values and objectives.

Implementation and Integration: Suppliers must actively implement and integrate SAYE's code of conduct into their day-to-day operations. This entails ensuring that all employees are aware of the code, communicating its principles, and, if necessary, providing training to facilitate understanding and compliance.

Failure to adhere to SAYE's code of conduct may have consequences, including the potential nullification of contracts. SAYE holds its suppliers accountable for upholding ethical standards and expects them to fulfill their commitments to maintain a mutually beneficial business relationship.