

# MONDETTA

Corporate  
Social  
Compliance  
Requirements

**Re: Code of Conduct for Vendors and Manufacturers**

**To: All Vendors, Manufacturers**

In keeping with industry standards, Mondetta mandates fair and ethical employment practices for the people who produce the merchandise that we sell. The attached Code of Conduct is to be followed, and we draw your attention in particular to the following areas:

**UNFAIR LABOUR PRACTICES:** Illegal child, slave or prison labour will not be tolerated in the factories or other places of work. Mondetta may immediately terminate any relationship with a Vendor or manufacturer who does not comply with this standard.

**WORKPLACE ENVIRONMENT:** All labour, ethical, environmental, and other laws applicable in the country of operation must be followed.

**ONGOING IMPROVEMENT:** Manufacturers and vendors of goods are encouraged to make continuous improvements to their facilities, in order to achieve standards exceeding the minimum requirements of the Code.

The attached Code of Conduct is fair and reasonable under current industry standards. All manufacturers and vendors are expected to follow the Code as part of our business relationship. Full co-operation is also expected from all production facilities. We reserve the right to audit all production facilities with whom we do business to ensure that proper compliance with our Code is enforced. The business relationship with facilities who do not meet our standards may be terminated at Mondetta sole discretion.

For any further information/questions, please contact the Mondetta Compliance department.

Sincerely,

Ash Modha  
President/ CEO

MONDETTA **CANADA INC.**  
1109 Winnipeg Avenue  
Winnipeg, MB Canada R3E 0S2

Asif Khan  
Executive Director – Supply Chain

MONDETTA **CANADA INC.**  
1109 Winnipeg Avenue  
Winnipeg, MB Canada R3E 0S2

## Mondetta Code of Vendor Conduct

The Mondetta **Canada Inc.** intends to conduct its business in a socially responsible manner, and is committed to building its business with Business Partners based on standards that ensure the safety of workers in a respectful and ethical environment. In this regard, Mondetta requires Business Partners to endorse a set of operating standards and will only engage with those who demonstrate a commitment to protecting workers' rights and improving working conditions under the provisions as set out in this Code.

### Legal Expectations

All Business Partners and their employees must comply with all contract provisions, legal requirements, and standards of their industry under all applicable laws of the country in which they operate. Where the standards and legal requirements conflict, business partners and their employees must comply with the higher standard. Nothing in this Code should be considered as encouraging, authorizing, or condoning any action by any company that breaches an applicable law in any way. All documentation that may be needed to verify compliance with this Code and the applicable laws must be maintained on-site and provided to Mondetta or a third-party auditor within a reasonable time of request.

### Employment Standards

#### 1. No Child Labour

The use of child labour is not permissible. Business Partners must only employ workers who meet the applicable minimum age requirement for their country, but in any case workers must be of at least fourteen (14) years of age, or the age at which compulsory schooling has ended, whichever is greater. In any situations involving hazardous working conditions, no worker may be employed who is less than 18 years of age.

**Business partners must follow and implement local and international (UN ILO) law when employing young workers.**

#### 2. No Forced Labour

Employment must be maintained on a voluntary basis, respecting the right of employees to decide to work or not. Business Partners must not use any compulsory prison or slave labor in the manufacture or in their contracting, subcontracting, or other relationships for the manufacture of their products.

#### 3. No Harassment or Abuse

Mondetta requires that every worker be treated with respect and dignity, and will not be subject to any physical, sexual, or psychological abuse, or corporal punishment.

#### 4. No Discrimination

Workers must not be discriminated against in their hiring practice or in any other event related to their employment. Discrimination includes without limitation differential treatment on the basis of race, ancestry, colour, ethnic or national origin, citizenship, religion, political opinion, sex, sexual orientation, age, marital status or disability. Employment decisions must be made on the basis of knowledge, skill, efficiency, and ability to do the job and meet its requirements.

#### 5. Wages and Benefits

The wage paid by Business Partners must be at least the legal minimum wage in compliance with the laws of their country of operation, and Business Partners must also provide all legally mandated benefits. Where the legal minimum wage is less than the prevailing industry wage or a wage that results in a decent living, the higher of such amounts must be paid. Any overtime hours must be paid at such premium rates as are legally required in the country of manufacture.

#### 6. Working Hours and Overtime Hours

Business Partners must maintain reasonable employee work hours in compliance with local standards and the laws of the countries in which they do business. Where overtime may be required, Business Partners must limit overtime hours to a level that ensures that a safe and healthy environment is maintained. In any case, Business Partners must not require, on a regularly scheduled basis, a work week in excess of 60 hours. Further, workers must be paid for holidays and leave as required by law.

#### 7. Freedom of Association and Collective Bargaining

Workers must be free to join associations of their own choosing and Business Partners must not interfere with any peaceful association or organization, or collective bargaining.

#### 8. Resolution of Disputes

Business Partners should incorporate a dispute resolution process as part of their management practice to allow employees to voice workplace grievances without the fear of reprisal.

## Health and Safety Standards

### 1. Health and Safety Education

Business Partners must ensure that workers are educated on the importance of health and safety, and must adopt procedures to prevent accidents, injury, and the spread of disease. Employees who work with dangerous materials or equipment must receive proper training and safety equipment and must have instructions and manuals readily available.

### 2. First Aid and Emergency Care

Business Partners must ensure that workers who suffer from a serious injury are provided with immediate care, at no cost to the worker, unless such worker's health insurance provides otherwise. There must also be at least one well-stocked first-aid kit on every floor, and certain staff must be trained in basic first aid.

### 3. Fire Safety and Emergency Exits

The efficient and safe evacuation of workers must be ensured in the event of fire or any other emergency. Easily identifiable emergency exits must be located throughout the manufacturing facilities and regular evacuation drills must be conducted. Fire extinguishers and alarms must also be placed throughout the facilities. Fire extinguishers must also be inspected at intervals required by law and must bear a valid certificate at all times.

### 4. Working Conditions and Sanitation

Well-lit workstations must be provided to ensure safe performance of manufacturing operations. Manufacturing facilities must also be well ventilated, and clean restrooms must be maintained and in good working order. Safe drinking water must also be provided at all times.

### 5. Environmental Requirements

Mondetta will favour Business Partners who conduct their business with a view to preserving the well-being of the environment. All Business Partners must adhere to the applicable environmental laws of their country, and in the event of an improper discharge of waste materials, appropriate authorities must be immediately notified.

## Transshipment

Vendors must comply with applicable customs importing laws, and in particular, must establish and maintain programs and documentation to support country-of-origin production verification, to prevent illegal transshipping of merchandise.

## Facility Audits

Mondetta may at any time audit and/or authorize a third party to audit, any or all Facilities (including any of its suppliers or subcontractors). These assessments may include a review of relevant supplier records as well as inspection of the facility for compliance with this Code. The Vendor must require that the Facility's management provide access to the Facility including an opportunity for confidential and private interviews with Facility workers selected by the auditor. No retaliation of any sort shall be taken against any workers or auditors.

## Consequences of Failure to Comply

Mondetta may, at its sole discretion, immediately terminate any relationship with a Vendor or Facility upon the discovery of illegal child labour, compulsory prison or slave labour, or abuse. In all other cases,

Vendors and Facilities who do not meet the requirements of this Code shall be provided with the opportunity to bring their operation up to the acceptable standards within a reasonable time frame. An Action Plan (sample attached) must be provided by the Vendor which includes a time frame for each correction. Failing a satisfactory correction, Mondetta reserves the right to terminate its relationship with a Vendor

or Facility, cancel a purchase order, return or revoke acceptance of affected goods and/or require corrective action be taken. The Vendor will, in any case, be liable for all related damages incurred by Mondetta, including lost profits.

## Reporting and Addressing Code Violations

Any person who believes that a violation of this Code of Vendor Conduct has occurred is asked to report the relevant information in confidence to:

MONDETTA CANADA INC.  
1109 Winnipeg Avenue Winnipeg,  
MB Canada R3E 0S2  
Phone: (204) 786-1700  
Fax: (204) 786-1840  
www.mondetta.com

## Vendor Confirmation Letter

**Mondetta Canada Inc.**

### Vendor Code of Conduct

I acknowledge receipt of the Mondetta Vendor Code of Conduct (**Dated 1<sup>st</sup> February 2023, Edition 02**), that I have read and understood the contents, and that my Company agrees to abide by this Code.

I understand that this applies to **Mondetta Canada Inc** and all its subsidiaries and divisions and is not to be reproduced, in part or in whole, without written permission from **Mondetta Canada Inc**.

To the best of my knowledge, my company is in compliance with the Mondetta Vendor Code of Conduct. I have authority to bind the company named below:

Please type or print

**Date:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Company Address:** \_\_\_\_\_

\_\_\_\_\_

**Telephone #:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Fax #:** \_\_\_\_\_

**Name of Company Officer:** \_\_\_\_\_

**Signature of Company Officer:** \_\_\_\_\_

**Company Seal:**

Please be sure to complete and sign this form and return via e-mail to the below contact within 14 days.

**Asif Khan**  
**Executive Director – Supply Chain**  
**Mondetta Canada Inc.**  
1109 Winnipeg Avenue  
Winnipeg, MB Canada R3E 0S2  
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Fax : +1-204-786-1840  
Email: [asif.khan@mondetta.com](mailto:asif.khan@mondetta.com)