



Corporate Social Responsibility & Ethic

It is Zakkencentrale b.v. & EXIM Handelsonderneming Rotterdam b.v. (hereafter ZC/EXIM) policy to conduct business in compliance with law and widely accepted norms of fairness and human decency by operating with social responsibility and ethical duties and with respect and care for our ecological environment.

We expect our suppliers to act similarly. ZC/EXIMs Corporate Social Responsibility & Ethic requirements are:

A. Compliance with Laws

- ZC/EXIM shall comply with all applicable laws, regulations and industry standards including without limitations those relating to the areas listed below.

B. Human rights

- ZC/EXIM shall support and respect the protection of internationally proclaimed human rights, and must not be complicit in any form of human rights abuse.
- ZC/EXIM shall treat every employee with respect and dignity, and shall not allow any employee to be subject of physical, sexual, psychological, or verbal harassment or abuse

C. Employment Practices

- **Anti-Discrimination**

ZC/EXIM shall not discriminate, either positively (unless required by applicable law) or negatively, on the basis of gender, race, ethnicity, age, religion, disability, marital status, sexual orientation, nationality, political opinion, or social or ethnic origin in its workplace employment (including hiring, salary, benefits, advancement, discipline, termination, or retirement).

- **Safe and Healthy Working Conditions**

ZC/EXIM shall comply with applicable environmental laws and regulations and provide a safe and healthy working environment to prevent accidents and injury to health occurring within or arising out of the course of work, or as a result of the operation of employer facilities.



– Child Labor

- ZC/EXIM shall not employ children under the legal working age and shall not support child labour in any form. At no time shall ZC/EXIM engage any child in any occupation or employment which would prejudice his/her health or education, or interfere with his/her physical, mental, moral or social development, even if the applicable working age is below 18. ZC/EXIM shall at all times abide by the UN Declaration on the Rights of the Child.
- ZC/EXIM / will ensure that their hiring practices are in compliance with International Labour Organization (ILO) Conventions for minimum age (Convention 138) and child labour (Convention 182).
- Workers under the age of 18 should not perform hazardous work and should be restricted from night work if it interferes with educational needs.

D. Fair Employment Terms

- Forced labour; ZC/EXIM shall not use forced labour, whether in the form of prison labour, indentured labour, bonded labour, or otherwise.
- Wages and benefits; ZC/EXIM shall meet wages and benefits paid, at a minimum, applicable legal requirements. In any event, wages and benefits should be enough to meet basic needs. For each pay period, ZC/EXIM will provide workers with an understandable wage statement that includes sufficient information to verify accurate compensation for work performed. ZC/EXIM will not permit deductions from wages as a disciplinary measure.
- Fair working hours; While it is understood that overtime is often required, ZC/EXIM will manage operations in compliance with the law and ensure that overtime does not exceed levels that create inhumane working conditions. ZC/EXIM will not require, on a regularly scheduled basis, work in excess of 60 hours per week.
- Freedom of association and collective bargaining; ZC/EXIM will recognize the right of workers to join or to refrain from joining associations of their own choosing and the right to collective bargaining, unless otherwise prohibited by law. In all cases, worker rights to open communication, direct engagement, and humane and equitable treatment must be respected.

E. Environment

- ZC/EXIM operates with care for the environment, runs its business in an environmentally sound manner, and demonstrates a precautionary approach to environmental impact reduction.
- We work with and encourage our suppliers to create products that are energy efficient, highly recyclable and contain significant amounts of recycled materials and low amounts of hazardous materials.



F. Anti-Corruption

- Anti-corruption; ZC/EXIM will conduct their businesses without engaging in corrupt practices, including public or private bribery or kickbacks. ZC/EXIM will maintain integrity, transparency and accuracy in corporate record keeping.
- Gifts and offers of hospitality; ZC/EXIM discourages all suppliers from providing any gift or offer of hospitality to any of our employees. We have a policy concerning supplier relationships that applies to all our employees. This policy prohibits employees from receiving cash from any supplier and places strict limits on the receipt of promotional items, personal gifts and entertainment.
- No unfair business practices; ZC/EXIM will act with integrity and lawfully in the proper handling of competitive data, proprietary information and other intellectual property, and comply with legal requirements regarding fair competition, antitrust, and accurate and truthful marketing.

G. Supplier Assurance, Audit and Termination

- Management system; ZC/ EXIM suppliers shall adopt or establish a management system that supports the content of this CSR & Ethic code. The management system will be designed to ensure (a) compliance with applicable laws, regulations and customer requirements related to supplier's operations and products; (b) conformance with this code; and (c) identification and reduction of operational risks related to the areas covered by this code. The management system should also drive continual improvement.
- Monitoring and Compliance; To ensure compliance with our CSR & Ethic policy, ZC/ EXIM shall have the right to monitor suppliers through audits by third parties and visits by ZC/EXIM personnel. We seek relationships with suppliers that are committed to manufacturing under fair and safe labour conditions and (sound) environmental practices. If we determine that a particular supplier does not comply with our Code, we typically strive to work with the supplier to develop and implement an appropriate corrective action plan. Nevertheless, depending upon the circumstances, ZC/EXIM may elect to end its relationship with a supplier that produces and/or delivers ZC/EXIM material or services at any time for failing to adhere to our Supplier Code of Conduct. However We will stimulate our suppliers to improve conditions, because the outcome for workers can be worse if we simply terminate contracts. If a supplier refuses or is unable to correct the non-compliance to our satisfaction, we will terminate the relationship as a last resort.

General Manager
Zakkencentrale B.V.
EXIM Handelonderneming Rotterdam B.V.