



Supplier Code of Conduct

1. Introduction to the Supplier Code of Conduct

This Supplier Code of Conduct ('Supplier Code') details the minimum standards that are expected of all suppliers in our supply chain. It is based on international principles of human rights, such as the United Nations Guiding Principles on Business and Human Rights and draws on principle standards as defined in the Ethical Trading Initiative (ETI) Base Code, International Labour Organization (ILO) core conventions and Declaration of Fundamental Principles and Rights at Work.

The Supplier Code applies to all direct suppliers that contribute to the production of finished goods, raw materials, components and packaging for CherryField. It also applies to subcontractors that service CherryField on behalf of suppliers.

CherryField wants to work with suppliers to reduce our impacts over time and this policy will be reviewed at least annually. Suppliers can expect this policy to evolve as we progress on our sustainability journey, and respond to industry and regulatory landscape changes, to ensure we are continually working towards improvement.

The requirements outlined within this Supplier Code represent our minimum standards and must be met in addition to compliance with all national and other applicable law. Where the provisions of the Supplier Code and law address the same subject, suppliers are expected to apply the provision that provides the greatest protection.

For any questions or concerns in relation to this Supplier Code, please contact: ***Naresh Sonnathi, Ethics and Sustainability Manager. Email: teamesg@cherryfield.com***

The key provisions covered within the Supplier Code of Conduct include:

- **Human and Social Rights**
 - Freely Chosen Employment
 - Freedom of Association and Collective Bargaining
 - Health & Safety
 - Child Labor & Young Workers
 - Wages & Benefits
 - Working Hours & Overtime
 - Non-Discrimination & Fair Treatment
 - Regular Employment
 - Modern Slavery & Human Trafficking
 - Subcontracting & Homeworking
- **Environmental Protection**
- **Ethical and Responsible Business Conduct**
- **Manufacturing Processes**
- **Material Sourcing**

2. Compliance with the Supplier Code of Conduct

Responsibility for compliance: CherryField expects its suppliers to understand and take responsibility for implementing the Supplier Code throughout their supply chain and business operations, including identifying and managing supply chain risks, and cascading the requirements to their own suppliers. We recommend the appointment of a senior member of management to be responsible for the implementation of this Supplier Code and be accountable to CherryField regarding compliance.

Monitoring compliance: CherryField reserves the right to check compliance with the requirements of this Supplier Code at any time, such as through self-assessments, site visits and third-party audits, and suppliers must ensure that transparent, full and correct documentation and access is available to verify compliance with this Supplier Code upon request.

Reporting violations: Suppliers must notify CherryField if they detect or have reasons to suspect a violation of this Supplier Code in their own or their suppliers' supply chains. In the event a breach is identified, suppliers are expected to create an incident report and present a corrective action plan.

Non-compliance: in the event of non-compliance to this Supplier Code, CherryField reserves the right to terminate contracts with the supplier due to the seriousness of a breach or repeated non-compliance with this Supplier Code. In the first instance, CherryField aims to work with suppliers to investigate and remedy incidences of non-compliance through corrective action plans.

3. Human and Social Rights

The following criteria are in line with the ETI Base Code - an internationally recognised set of labour standards based on ILO conventions, used to drive improvements in working conditions around the world.

3.1 Freely Chosen Employment

- Suppliers must ensure that no forced, bonded or involuntary prison labour is employed nor involved in the work on behalf of CherryField.
- Workers are not required to lodge deposits or their identity papers and are free to leave after reasonable notice.
- Workers are not expected to pay a recruitment fee at any time in the recruitment process.
- There must be no restriction on the ability of workers to leave the worksite or accommodation (if provided).
- All migrant workers must have a legal right to work in the destination country.

3.2 Freedom of Association and Collective Bargaining

- Workers, without distinction, shall have the right to join or form trade unions of their own choosing and to bargain collectively.
- Suppliers shall adopt an open attitude towards the activities of trade unions and their organizational activities.
- Where the right of freedom of association and collective bargaining is restricted under law, suppliers shall facilitate, and not hinder, the parallel means for independent and free association and bargaining.

- Worker representatives are not discriminated against and have access to carry out their representative functions in the workplace.

3.3 Health & Safety

- A safe and hygienic working environment shall be provided, considering knowledge of the industry and specific hazards.
- Adequate steps shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in the course of work, by minimizing, so far as is reasonably practicable, the causes of hazards inherent in the working environment. This includes but is not limited to a Health & Safety policy, risk assessments, machine and building safety inspections, provision of first aid and medical facilities, emergency exits and response plans in place, and adequate lighting, temperature control, noise monitoring and air quality levels.
- Workers shall receive regular and recorded health and safety training, and such training shall be repeated for new or reassigned workers.
- Access to clean toilet facilities and to potable water, and, if appropriate, sanitary facilities for food storage shall be provided.
- Accommodation, where provided, shall be clean, safe, and meet the basic needs of the workers.
- Responsibility for health and safety shall be assigned to a senior management representative.

3.4 Child Labor & Young Workers

- There shall be no recruitment of child labour.
- The minimum age of workers should not be less than the age of completion of compulsory schooling, and generally not less than 16 years of age for standard work if allowed by law.
- Children and young workers, defined as being above the minimum age, but under the age of 18 years shall not be employed at night or work in hazardous conditions. Suppliers should undertake a full risk assessment to ensure young workers are protected and not subject to any hazardous conditions.
- Suppliers shall develop or participate in and contribute to policies and programs which provide for the transition of any child found to be performing child labor to enable her or him to attend and remain in quality education until no longer a child.

3.5 Wages & Benefits

- Wages and benefits paid for a standard working week meet, at a minimum, national legal standards or industry benchmark standards, whichever is higher. In any event wages should always be enough to meet basic needs and to provide some discretionary income, and wage levels must comply with any collective bargaining agreements that may be in place.
- All workers shall be provided with an employment contract, in a comprehensible language, clearly stating their employment conditions in respect to wages before they enter employment, and a fully understandable pay slip for each pay period.

- Deductions from wages as a disciplinary measure shall not be allowed nor shall any deduction not provided for by law be permitted, without the express permission of the worker concerned. All disciplinary measures should be recorded.
- Workers must be provided with all statutory benefits to which they are entitled under national or local law e.g. paid leave, paid parental leave, sick pay.
- Where workers are paid according to output (piece work), their wage must still meet the legal minimum wage standard. A formal, agreed piece rate calculation must be in place which ensures that workers are paid fairly and are able to meet the legal minimum wage standard, or above, within normal working hours.
- There should be no deductions from wages for any clothing and protective equipment required to perform work safely.

3.6 Working Hours & Overtime

- Working hours must comply with national laws, collective bargaining agreements or benchmark industry standards, whichever affords the greatest protection to the worker.
- Working hours, excluding overtime hours, must be defined in the employment contract, and shall not exceed 48 hours per week*.
- All overtime shall be voluntary and used responsibly, taking into account the extent, frequency and hours worked by individual workers and the workforce as a whole. Overtime hours shall not be used to replace regular working hours due to inferior production planning.
- Overtime shall be compensated for in accordance with local law as a minimum. In case collective bargaining sets a higher premium, this must be adhered to.
- The total hours worked in any 7-day period must not exceed 60 hours, unless all the following are met under exceptional circumstances:
 - This is allowed by national law;
 - This is allowed by a collective agreement freely negotiated with a workers' organization representing a significant portion of the workforce;
 - Appropriate safeguards are taken to protect the workers' health and safety; and
 - The employer can demonstrate that exceptional circumstances apply such as unexpected production peaks, accidents or emergencies.
- Workers shall be provided with at least 1 day off for every 7 day period, or where allowed by national law, 2 days off in every 14 day period.

**International standards recommend the progressive reduction of normal hours of work, when appropriate, to 40 hours per week, without any reduction in workers' wages as hours are reduced.*

3.7 Non-Discrimination & Fair Treatment

- Suppliers shall ensure there is no discrimination in hiring, compensation, access to training, promotion, termination or retirement in relation to race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.

- Suppliers shall treat their workers with fairness, dignity and respect. Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse, or other forms of intimidation shall be prohibited.

3.8 Regular Employment

- To every extent possible, work performed must be on the basis of a recognized employment relationship established through national law and practice.
- Any worker recruited via suppliers or employment agencies must be legally authorized and be documented appropriately prior to engagement to work in the applicable location/country.
- Obligations to workers under labor or social security laws and regulations arising from the regular employment relationship shall not be avoided through the use of labor-only contracting, subcontracting, or home working arrangements, or through apprenticeship schemes where there is no real intent to impart skills or provide regular employment, nor shall any such obligations be avoided through the excessive use of fixed-term contracts of employment.
- Workers are not to be employed on 'zero hours' contracts.
- Workers receive written terms of employment and contracts signed in advance of employment commencing, in a language which they understand. Both the worker and employer must retain a signed copy of the contract.
- Suppliers are requested to use only employment agencies that adhere to the requirements stated in this Code, and who supply only workers registered with them. The requirements in this Supplier Code must be adhered to in the hiring and management of all workers irrespective of status: migrant, contract, agency, temporary or casual.

3.9 Modern Slavery & Human Trafficking

- Suppliers must comply with all local, regional, and international laws and regulations on labour protection and modern slavery in sourcing countries and/or any other countries where business operations take place. The term modern slavery is used to cover all forms of slavery, servitude, child labour, forced compulsory labour as well as human trafficking.
- Where indicators of modern slavery are found, suppliers are expected to report the issues at the earliest possible stage to CherryField.

3.10 Subcontracting & Home Working

- Suppliers must not engage in any subcontracting to third-party or home working arrangements for the production related to CherryField, unless previously agreed with CherryField.
- If approved by CherryField, suppliers are expected to ensure subcontractors uphold the principles within this Supplier Code and monitor their adherence to the same.

3.11 Unauthorized Subcontracting

- Suppliers must guarantee that CherryField products are only manufactured in sites that have been declared and approved by CherryField and must not outsource any production to non-approved sites. Sites must be declared and approved prior to any production and/or manufacturing taking place.

- If manufacturing sites are used that are not declared and approved by CherryField, this will be considered as unauthorised subcontracting.
- CherryField will conduct a thorough investigation if unauthorised subcontracting is suspected or discovered. Both the supplier and non-approved site are expected to actively participate in this investigation and the implementation of corrective action plans.

Depending on the severity of the case, suppliers may face severe consequences including monetary fines. Suppliers who proactively report risks or instances of unauthorised subcontracting to CherryField will be viewed favourably, including in the enforcement of monetary fines.

4. Environmental Protection

- Suppliers are expected to effectively manage their businesses in order to have minimal impacts on their local environments and communities. This includes, but is not limited to, the reduction and management of greenhouse gas emissions, water consumption, waterborne effluent, hazardous chemicals, industrial waste and the use of non-renewable resources. The Supplier must provide relevant data if requested to do so by CherryField.
- Suppliers must, as a minimum, meet the requirements of relevant local and international law. Where no local regulations exist, suppliers are expected to operate in a manner that does not pose risks to the environment.
- Suppliers must be able to demonstrate that they have all the relevant and valid permits required, including permits for the use and disposal of resources, such as water, waste and chemicals, and that any other approvals and registrations are obtained, maintained and kept current.

5. Ethical and Responsible Business Conduct

- Suppliers must follow all applicable anti-bribery and anti-corruption laws and not engage in, or promote, any conduct that involves or gives the appearance of offering, giving, soliciting, or receiving any kickback or bribe.
- Suppliers must act ethically and with integrity in all business dealings. CherryField is committed to conducting business in an ethical manner and we expect anyone working for us, or with us, to operate with the utmost honesty and integrity.

6. Manufacturing Processes

6.1 Sandblasting

Sandblasting is a technique used to give denim a worn, faded and bleached appearance. It is performed by using air compressors to blast crystalline silica (found in sand) onto the product to create the desired effect.

Due to the hazardous risks associated with this process, sandblasting and other processes that involve crystalline silica must not be used on any CherryField products, or in any manufacturing sites associated with CherryField's supply chain.

Alternative methods such as hand scraping, enzyme treatment and laser techniques can be used to achieve the same effect.

6.2 Wet Processing

Wet processes such as dyeing and finishing use substantial amounts of water and involve large quantities of dyes and chemicals which can leave behind polluting residues. CherryField is committed to lowering the environmental impact associated with wet processing techniques used to produce our products.

6.3 Chemical Management

Chemicals used in our products and manufacturing processes should not be harmful to our customers, the workers who make our products or the environment.

All final materials and products should be tested in conformance with EU REACH requirements to identify and declare substances of very high concern. CherryField expects all Suppliers to sign a 'Declaration of Reach Compliance' and where available submit supporting documents such as Oeko-tex certification or similar. It is the supplier's responsibility to keep up to date with substances on the SVHC list and ensure that no products supplied are in breach of these requirements.

7. Material Sourcing

CherryField encourages the use of better, more sustainable materials in our products. Our position and preferences for cotton, synthetics, man-made cellulose and animal-based materials is outlined below. We may add other requirements and materials over time as we continue on our journey in this area.

7.1 Cotton Fibres

Cotton is a resource-intensive crop, requiring vast amounts of pesticides and water to grow, and depending on where it is grown, the sourcing of cotton can also be associated with risks of forced labour, child labour and modern slavery.

CherryField does not permit the use of forced labor, child labor or any other form of modern slavery in the supply chain. Therefore, sourcing cotton from countries at high risk of forced labor issues is not permitted.

Due to well documented human rights abuses, suppliers must not knowingly source cotton from the Xinjiang province of China. Given the difficulty of accurately tracing the sourcing of raw materials, especially cotton, we require suppliers to contact their fabric and yarn suppliers to identify the country of origin of the cotton to ensure that it does not contravene this policy. Supporting records should be maintained and provided to CherryField upon request.

In the event that cotton from these regions is detected in the supply chain, suppliers must inform CherryField immediately.

This will remain our position until such a time that there is independent evidence of a change in the cotton industry in any of the regions listed above, while remaining consistent with the positions of our customers and global brands in the industry.

CherryField welcomes the sourcing of cotton from certified sources and will work with suppliers to source cotton certified to the Global Organic Textile Standard (GOTS), Organic Content Standard (OCS), Better Cotton, or recycled sources such as the Global Recycled Standard (GRS).

7.2 Synthetic Fibres

Synthetic fibres such as polyester and nylon are widely used for their durability and versatility, among other properties, however they are typically derived from non-renewable resources (fossil fuels) and require energy intensive production processes.

We ask that suppliers work with CherryField to increase the amount of recycled content used in synthetic fibres wherever possible, as this avoids the extraction of non-renewable resources to create virgin materials while reducing the impacts associated with processing.

Our preference is for certified recycled material from standards such as the Global Recycled Standard (GRS) and Recycled Content Standard (RCS).

7.3 Man-Made Cellulosic Fibres

Man-made cellulosic fibres (MMCFs), such as viscose, are made from natural plant materials like wood pulp, and are regarded as having potential to tackle some of the sustainability challenges in the textile industry by reducing dependency on non-renewable, fossil fuel resources for example. However, the production of MMCFs can have negative environmental and social consequences, faced with challenges such as deforestation and biodiversity impacts related to raw material sourcing, and chemical use and labour concerns in the production process.

CherryField does not currently source any MMCFs and as such our position on these fibres is not clearly defined. Should this change then further guidance will be communicated to suppliers with a preference for fibres from certified responsibly managed forests, such as the Forest Stewardship Council (FSC). Suppliers must notify CherryField if they wish to start sourcing these fibres for our products.

7.4 Animal-Based Materials

CherryField does not use any form of animal-based material in our products, including feather, down, wool and leather. As such, our position on these materials is also not clearly defined, however should this change in the future then suppliers will be asked to provide evidence of good animal husbandry, such as a farm level audit or appropriate certification, to ensure animal welfare is maintained throughout the supply chain.

For clarity on the materials that are prohibited:

- **Animal fur:** Fur means any animal skin or part thereof with hair or fur fibres attached thereto, either in its raw or processed state or the pelt of any animal killed for the animal's fur, as per the [Fur Free Retailer](#) definition. The use of any fur in any product, including product trim, supplied to CherryField is strictly prohibited. Suppliers must ensure that any fur used is faux.

8. Supplier Declaration

CherryField expects suppliers to comply and adhere to this Supplier Code of Conduct. You must inform CherryField promptly of any material breach of or concerns related to this Supplier Code of Conduct.



You must take reasonable steps to ensure that your employees, suppliers, and subcontractors who work on behalf of CherryField are aware of and comply with this Supplier Code of Conduct.

CherryField may visit your facilities, review your documentation, and conduct a full audit, if necessary, to ensure compliance with this Supplier Code of Conduct.

[THE SUPPLIER] acknowledges the Supplier Code of Conduct and seeks to conform with it.

Signed:

Name:

Role:

Factory Name:

Date:

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Issued By:	Naresh Sonnathi, Ethics and Sustainability Manager