

Supplier Code of Conduct

PURPOSE AND SCOPE

Forbes Bros. Group of Companies is dedicated to conducting its operations in a lawful, ethical, and accountable manner, and we expect our supplier partners to share our commitment and uphold these same high standards. The Forbes Bros. Supplier Code of Conduct outlines the principles, guidelines, and expectations we hold for our suppliers to conduct business responsibly and with integrity. By adhering to our Supplier Code of Conduct, suppliers demonstrate their commitment to ethical business practices and contribute to building a more sustainable and responsible supply chain. We value transparency, collaboration, and continuous improvement, and we encourage open communication and dialogue with our suppliers to ensure mutual understanding and alignment.

Forbes Bros. recognizes and appreciates the valuable contributions made by its suppliers to its achievements and building mutually beneficial client-vendor relationships. We thank you for your partnership and commitment to upholding the principles outlined in our Supplier Code of Conduct. Together, we can create a positive impact on society and the environment while delivering value to our customers and stakeholders.

LAWS AND REGULATIONS

Supplier business activity must comply with all applicable laws, regulations, and industry standards in all locations in which they operate.

ENVIRONMENT

Environmental Responsibility

Suppliers must adhere to all relevant environmental laws and regulations. Suppliers are integral to advancing Forbes Bros. environmental goals by offering goods and services that have a reduced impact on the environment. It is expected that suppliers will operate in an environmentally conscious manner, striving to mitigate the adverse environmental effects of their operations, products, and services. Key areas of focus include decreasing greenhouse gas emissions, enhancing energy efficiency, utilizing renewable resources, minimizing waste, reducing plastic and packaging, and managing hazardous waste responsibly.

Suppliers are encouraged to take proactive measures to lessen their environmental footprint, minimize waste, and promote sustainability. Additionally, they are encouraged to implement an environmental management system, outlining how environmental impacts are managed.

Hazardous substances

Suppliers should make every effort to reduce the utilization of harmful substances and guarantee the safe handling, storage, and disposal of all hazardous materials. Suppliers will keep employees informed on relevant safety practices and provide appropriate training.

LABOUR STANDARDS

Suppliers must uphold equitable labor standards, including, safe working conditions, non-discrimination, and fair wages. Suppliers are expected to uphold and respect human rights and avoid any involvement in human rights violations, encompassing matters such as harassment, discrimination, and the freedom of association.

Wages and Benefits

Suppliers are required to adhere to all relevant wage laws and regulations, ensuring compliance with overtime and compensation, and offering legally required benefits. Where local industry standards are higher than applicable legal requirements, it is expected that suppliers meet the higher standards.

Compensation and Working Hours

Suppliers must meet all legal requirements and mandatory industry standards regarding wage, benefits, compensation, overtime and days or rest. Any deductions from wages for disciplinary purposes are prohibited unless explicitly permitted by law. The supplier must ensure payment to employees in a timely manner and be transparent on the criteria on which workers are being paid.

Discrimination

Suppliers are prohibited from practicing discriminatory hiring and employment policies based on factors such as age, gender, nationality, ethnicity, race, religion, sex (including considerations related to maternity, pregnancy, or the potential for pregnancy), sexual orientation, gender identity or expression, marital status, disability, or language.

Diversity and Inclusion

Forbes Bros. is committed to dealing with all stakeholders with integrity and in an ethical manner and acknowledges the importance of diversity and inclusion in all aspects of business operations. It is expected that suppliers promote equity, fairness, and respect within business relationships and within their own corporate culture.

Abuse and Harassment

Suppliers are expected to cultivate a constructive, cooperative, and professional workplace atmosphere in their interactions with all stakeholders. Any form of physical, sexual, verbal harassment, violence, bullying, teasing, or other forms of aggressive behavior is expressly forbidden.

Health and Safety

Suppliers will provide employees with a safe working environment that complies with all applicable laws and regulations. Suppliers will implement sufficient measures to prevent accidents and workplace hazards including providing workers with appropriate workplace health and safety guidance and training.

FORCED AND CHILD LABOUR**Prohibition**

Suppliers shall not employ any person under the minimum legal age for employment as defined by applicable laws and regulations.

Identification and Verification

Suppliers must be compliant with age-related employment laws. Suppliers must have procedures in place verifying the age of all employees.

Young Worker Protection

If employing young workers above the legal minimum age but under 18, suppliers shall ensure that their work does not jeopardize their health, safety, or moral development. Young workers must not be employed during school hours and must be granted access to education and training opportunities.

Supply Chain Due Diligence

Supplier's subcontractors, suppliers and business partners must also adhere to prohibition on child labour, and suppliers must exercise due diligence to ensure adherence.

Reporting and Remediation

Immediate action should be taken if a supplier becomes aware of any instance of child labour within their supply chain or their own operations. Action may include removing the child from the workplace, providing support and rehabilitation, and implementing preventative measures for reoccurrences.

Training and Continuous Improvement

Suppliers are expected to regularly review and update their policies and training programs to ensure ongoing compliance with the prohibition on child labor. They are encouraged to seek opportunities to collaborate with industry peers and other stakeholders to address systemic issues related to child labor.

ETHICS

Ethical Dealings

Suppliers are required to comply with all applicable laws and regulations, particularly those related to anti-corruption and bribery. Suppliers must establish and enforce policies to combat bribery and corruption within their operational framework. Suppliers are expected to uphold the principles of integrity, honesty and transparency in their business dealings and refrain from any unethical conduct such as price manipulation, collusion, or unfair market practices.

Data Security & Confidentiality

Suppliers are expected to handle and process data solely for the intended purposes for which it was collected or provided. Suppliers shall demonstrate best practices in data security to ensure the implementation of robust controls to safeguard all information against unauthorized access and potential harm.

Antitrust

Suppliers are prohibited from engaging in price-fixing or bid manipulation activities with their competitors. They must not exchange current, recent, or future pricing information with competitors.

Grievance Mechanism

Suppliers are required to establish a structured procedure allowing employees to voice workplace concerns without fear of retaliation. This grievance mechanism should be transparent and easily understood by workers and should ensure the protection of whistleblowers.

SUPPLY CHAIN RESPONSIBILITY

Suppliers may be required to disclose information regarding their own supply chain, such as the origins of materials and their own guidelines for suppliers. Suppliers are expected to interact with Forbes Bros. in a respectful manner and anticipate the same respectful, open communication in return.

It is the supplier's responsibility to promote responsible sourcing practices throughout their supply chain and to ensure that their subcontractors and suppliers adhere to ethical and sustainable business practices.

QUALITY

Suppliers must provide products and services that meet the necessary quality and safety standards. This includes product safety, quality control, and adherence to industry standards.

CONTINUOUS IMPROVEMENT

Suppliers are encouraged to demonstrate a dedication to continuous improvement in all aspects of their business, including ethical practices, environmental sustainability, and quality.

IMPLEMENTATION AND COMPLIANCE

Implementation

Suppliers will effectively convey Forbes Bros. expectations to their management and staff, ensuring comprehension and awareness of the Supplier Code of Conduct's stipulations. Suppliers should demonstrate commitment to the concepts described in this document by allocating appropriate resources accordingly.

Compliance

Adherence to the Code of Conduct is fundamental to the contractual framework governing Forbes Bros.' partnerships with its suppliers. Forbes Bros. emphasizes a transparent, collaborative, and ongoing improvement-oriented approach in enforcing compliance and implementing the Code of Conduct with suppliers. To ensure compliance and the application of the Code of Conduct, Forbes Bros. reserves the right to engage with direct and indirect suppliers, as necessary.

Non-Compliance

If a supplier does not adhere to the Code of Conduct, Forbes Bros. maintains the right to request remedial measures. Should there be a significant breach of compliance, Forbes Bros. may reassess its business relationship with the supplier.

ACKNOWLEDGMENT & AGREEMENT

We appreciate your partnership and commitment to ethical business practices. We kindly ask you to review, sign, and return the attached document. Additionally, please provide a **copy of your organization's own Code of Conduct** for our records.

Company Name:

Supplier representative name:

Signature:

Date: