

## **RBC Policy**

### **Code of Ethics and Social Responsibility**

Human rights respect is essential to Tailor & Stitch. We are dedicated to upholding human rights and treating people with respect throughout our business and our value chain. Through a human rights due diligence and remediation approach, Tailor & Stitch is dedicated to identifying, avoiding, and reducing harmful human rights consequences resulting from or caused by our business activities.

Tailor & stitch is really motivated to cooperate with other Fair Wear members, so both brands can share their expertise.

This is an ongoing process, with the understanding that as the business enterprise's operations and operational setting change, the human rights risks may also actually change.

Tailor & Stitch Human rights policy is guided by the OECD and Fair Wear Guidelines. Our top management/CEO shared their commitment for this policy.

From CSR perspective, we think it's really important to analyse risks throughout our supply chain. Therefore, we identified and are monitoring the risks in all factory's. We identified risks by categorizing different subjects like Code of labour practices, factory risks and product risks. Every year we reflect per factory on the risks, to ensure we improve where necessary to prevent the risks. CSR manager is responsible for monitoring and follow up on the reflection.

### ***Gender***

Unfortunately, there is a big gap between man and women in India. Women are paid less and in some cases treated poorly. Tailor & Stitch finds it very important that women and men are treated equally.

Because our factory is under our own management, we are in control. We try to get women to work within our factory. We notice that women often do not want to work as a sewing tailor. That's why women work in thread cutting or finishing. Several women also work in our management team. We visit all our factories weekly, we have many conversations with the workers, etc. There are men and women working in the factories with different religions. The CoLP is hanging in every factory.

### ***Sourcing/ purchasing***

We try to work with as few as possible suppliers. We would like to have long term relations with factories. Because of this, we can develop an annual plan to structurally improve factory and working conditions. If we are searching a new factory, we are looking for a supplier from the Fair Wear data base. If the factory is already familiar with Fair Wear, they have the same standards and values. We can produce in the best conditions this way. Working with other members and brands enables us to share knowledge and ideas while also improving working conditions. We have a responsible purchasing practices and strategy to prevent and mitigate negative impacts. For example, we are paying 30% in advance and 70% when production is done/when we ship the order, we are planning production through our ERP system (factories do have access to this system and can tell whether they need more time to complete production) and we are working with open costings.

### ***Code of Labour Practices***

The Code of Labour Practices is based on the conventions of the International Labour Organisation (ILO) and the Universal Declaration on Human Rights. In the text below, references are made to specific

conventions. Where clarifications of ILO Conventions are required, FWF follows ILO Recommendations and existing jurisprudence.

*Employment is freely chosen*

There shall be no use of forced, including bonded or prison, labour. (ILO Conventions 29 and 105)

*There is no discrimination in employment*

Recruitment, wage policy, admittance to training programmes, employee promotion policy, policies of employment termination, retirement, and any other aspect of the employment relationship shall be based on the principle of equal opportunities, regardless of race, colour, sex, religion, political affiliation, union membership, nationality, social origin, deficiencies or handicaps (ILO Conventions 100 and 111).

*No exploitation of child labour There shall be no use of child labour.*

The age for admission to employment shall not be less than the age of completion of compulsory schooling and, in any case, not less than 15 years." (ILO Convention 138) "There shall be no forms of slavery or practices similar to slavery, such as the sale and trafficking of children, debt bondage and serfdom and forced or compulsory labour. [...] Children [in the age of 15-18] shall not perform work which, by its nature or the circumstances in which it is carried out, is likely to harm their health, safety or morals." (ILO Convention 182)

*Freedom of association and the right to collective bargaining*

The right of all workers to form and join trade unions and bargain collectively shall be recognised. (ILO Conventions 87 and 98) The company shall, in those situations in which the right to freedom of association and collective bargaining are restricted under law, facilitate parallel means of independent and free association and bargaining for all workers. Workers' representatives shall not be the subject of discrimination and shall have access to all workplaces necessary to carry out their representation functions (ILO Convention 135 and Recommendation 143). Tailor & Stitch will involve worker voice when working on this subject.

*Payment of a living wage*

Wages and benefits paid for a standard working week shall meet at least legal or industry minimum standards and always be sufficient to meet basic needs of workers and their families and to provide some discretionary income. (ILO Conventions 26 and 131).

Deductions from wages for disciplinary measures shall not be permitted nor shall any deductions from Fair Wear Foundation – Code of Labour Practices 2 / 2 wages not provided for by national law be permitted. Deductions shall never constitute an amount that will lead the employee to receive less than the minimum wage. Employees shall be adequately and clearly informed about the specifications of their wages including wage rates and pay period. Most of our production is in our own factory. We are paying living wages to the tailors working in this factory. In our own factory we are making woven styles. Our biggest supplier for knitted styles is VT. In this factory we are also paying living wages to the tailors. For the other factory's we are making targets, to improve the wages every year working towards living wages in all factory's

*No excessive working hours*

Hours of work shall comply with applicable laws and industry standards. In any event, workers shall not on a regular basis be required to work in excess of 48 hours per week and shall be provided with at least one day off for every seven-day period. Overtime shall be voluntary, shall not exceed 12 hours per week, shall not be demanded on a regular basis and shall always be compensated at a premium rate. (ILO Convention 1)

*Safe and healthy working conditions*

A safe and hygienic working environment shall be provided, and best occupational health and safety practice shall be promoted, bearing in mind the prevailing knowledge of the industry and of any specific hazards. Appropriate attention shall be paid to occupational hazards specific to this branch of the industry and assure that a safe and hygienic work environment is provided for. Effective regulations shall be implemented to prevent accidents and minimise health risks as much as possible (following ILO Convention 155). Physical abuse, threats of physical abuse, unusual punishments or discipline, sexual and other harassment, and intimidation by the employer is strictly prohibited.

*Legally-binding employment relationship*

Obligations to employees under labour or social security laws and regulations arising from the regular employment relationship shall not be avoided through the use of labour-only contracting arrangements, or through apprenticeship schemes where there is no real intent to impart skills or provide regular employment. Younger workers shall be given the opportunity to participate in education and training programmes.

For questions concerning the policy or its content, please contact:

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**Company**

**Place/date**

**Signature**

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