



BRADFORD

## The Bradford Supplier Code

### Preamble

Bradford's ambition is to be recognized as the most competent and successful innovation-based company focused on meeting the needs of the personal care products industry. Implicit in our ambition are commitments to consistently exceed the expectations of our customers by leading in research, innovation, quality manufacturing and distribution.

Our customers expect similar behavior from all the parties, partners and suppliers that we deal with in our business. The Supplier Code (the "Code") allows us to enforce the Corporate Business Principles by establishing the standards below that we require our suppliers, their employees, agents, and subcontractors (the "Supplier") to adhere to when conducting business for Bradford. It is the Supplier's responsibility to communicate these requirements to their employees, agents, and subcontractors, and to train them accordingly.

By accepting the Code, the Supplier commits to ensuring that all existing and future agreements or business relationships with Bradford comply with the provisions contained herein.

#### I. Business Integrity

Compliance with applicable laws and regulations

The Supplier shall comply with all applicable laws and regulations.

Improper Advantage

In all activities, the Supplier shall never, directly or through intermediaries, offer or promise any personal or improper advantage in order to obtain or retain business or any other advantage from a third party, whether public or private, nor shall the Supplier accept any such advantage in return for any preferential treatment by a third party.

#### II. Environment

The Supplier must operate with respect for the environment and ensure compliance with all applicable laws and regulations in the country where products or services are manufactured or delivered.

#### WORLD HEADQUARTERS

200 Providence Street  
West Warwick, RI 02893  
Tel. 401.821.2141  
Fax 401.821.1660

#### INDIANA

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PO Box 1083  
Columbus, IN 47201  
Tel. 812.342.6854

#### CALIFORNIA

1778 Zinetta Rd.  
Calexico, CA 72231  
Tel. 760.291.8591

#### MEXICO

Blvd Delta S/N  
Ejido Nuevo Leon  
Mexicali, B.C. Mexico 21705  
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The Supplier shall do its utmost to reduce and even eliminate emission sources generated by its activities, to preserve natural resources (water and non-renewable resources), to avoid or minimize the use of hazardous substances, and when possible to promote waste recycling or re-use.

### III. Labor Standards

#### Prison and Forced Labor

The Supplier shall under no circumstances use or in any way benefit from forced labor. Likewise, labor in the form of indentured servitude is prohibited, as is the use of corporal punishment, confinement, threats of violence, or other forms of harassment or abuse as a method of discipline or control. The Supplier shall not utilize factories or production facilities that oblige work to be carried out by unpaid or indentured laborers, nor shall the Supplier contract for the manufacture of products with subcontractors that engage in such practices or utilize such facilities.

#### Child Labor

As referenced by the international Convention on the Rights of the Child and the OIT Convention, the use of child labor by the Supplier is strictly prohibited.

#### Working Hours

The Supplier must ensure that its employees work in compliance with all applicable laws and mandatory industry standards pertaining to the number of hours and days worked. In the event of a conflict between a statute and a mandatory industry standard, the Supplier shall comply with whichever takes precedence under national law.

#### Compensation

The Supplier's employees must be provided with wages and benefits that comply with national and local applicable laws and binding collective agreements, including those pertaining to overtime work and other premium pay arrangements and other social protection related terms.

#### Non-Discrimination

The Supplier shall implement a policy that conforms to the applicable law prohibiting discrimination in hiring and employment practices on the grounds of race, color, religion, sex, age, physical ability, national origin, or any other legally prohibited grounds.

### IV. Safety and Health

#### Workplace Environment

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The Supplier shall provide employees with safe and healthy working (and housing, if applicable) conditions. At the very least, potable drinking water, adequate sanitation, fire exits and essential safety equipment, access to emergency medical care, and appropriately lit and equipped work stations must be provided. In addition, facilities must be constructed and maintained in accordance with the standards set by applicable codes and ordinances.

#### Product Quality and Safety

All products and services delivered by the Supplier must meet the quality and safety standards required by law. When conducting business with or on behalf of Bradford, the Supplier shall comply with Bradford's quality requirements.

#### V. Animal Welfare

If the Supplier is required by law and regulation to conduct animal research with respect to a particular project, the Supplier shall ensure that the animals are treated in a humane and ethical manner, with minimal pain and stress. The use of animals in testing shall be performed only after considering the possibility of reducing the number of animals and using non-animal models and alternative technologies whenever possible, in compliance with government and industry regulation.

#### VI. Confidentiality

The Supplier shall take appropriate measures to properly use and protect the confidential data related to Bradford, its agents, employees, partners, and customers.

Confidential information shared by Bradford shall be treated in such a way that its non-disclosure can be guaranteed by the Supplier.

#### VII. Bradford Representation

If the Supplier is elected to represent Bradford against third parties or institutions, the Supplier shall respect the dispositions and principles of the [Bradford Code of Ethics].

#### VIII. Audit and Termination of the Supply Agreement

Bradford reserves the right to check the Supplier's compliance with the Code. Should Bradford become aware of any actions or conditions not in compliance with the Code, Bradford reserves the right to demand corrective measures be taken by

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Supplier. Bradford also reserves the right to terminate an agreement with any supplier who does not comply with the Code.

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