

# VENDOR CODE OF CONDUCT

**At The Children's Place, we are committed to excellence in every aspect of our business and in every corner of the world. This includes ethical and responsible conduct in all of our operations, respect for the rights of all individuals and respect for the environment. We expect these same commitments to be shared by all vendors of The Children's Place. At a minimum, we require that all of The Children's Place vendors meet the following standards:**

## **1. TRANSPARENCY AND INTEGRITY**

We seek to work with vendors that demonstrate transparency, honesty, ethics and integrity. These values relate to all aspects of business including use only of authorized production facilities, maintaining and sharing with our representatives accurate and true wage, attendance and work hour records, allowing workers to share honest accounts of their work experiences, upholding cultures where breaches of integrity are not tolerated, and allowing full facility and document access to The Children's Place associates or our designated representatives.

## **2. COMPLIANCE WITH LAWS**

Vendors must comply with all applicable laws and regulations, including those pertaining to employment, health and safety, manufacturing and distribution of merchandise and the protection of the environment. All references to "applicable laws and regulations" in this Vendor Code of Conduct include local and national codes, rules and regulations as well as applicable treaties and voluntary industry standards. Where there are differences or conflicts with this document and local law, the higher standard should prevail.

## **3. CHILD LABOR**

Vendors will not knowingly use child labor. The Children's Place expects vendors and factories to only employ workers 15 years of age or greater, or the age for completing compulsory education in the country of manufacture if greater than 15. Vendors will furthermore support eligible workers in pursuing educational opportunities in their communities.

## **4. INVOLUNTARY OR FORCED LABOR, SLAVERY AND HUMAN TRAFFICKING**

Employment must be freely chosen by workers, without threat or penalty of any sort. Vendors will not knowingly use any form of slavery, human trafficking, forced or involuntary labor, whether prison, bonded, indentured or otherwise held against their will.

## **5. GRIEVANCES, DISCIPLINE, COERCION AND HARASSMENT**

Vendors will establish formal discipline and grievance procedures which support the treatment of each worker with dignity and respect, and will not use or tolerate corporal punishment, threats of withholding wage payments, threats of violence or other forms of physical, sexual, psychological or verbal harassment, abuse or bullying.

## **6. DISCRIMINATION**

Vendors shall base all terms and conditions of employment on an individual's ability to do the job and will not discriminate in hiring and employment practices (including salary, benefits, advancement, discipline, termination or retirement) on the basis of personal characteristics or beliefs, including, but not limited to: race, religion, age, nationality, social or ethnic origin, sexual orientation, gender, perceived or actual disease condition, pregnancy, marital status, membership in worker organizations, political opinion or disability.

## **7. FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING**

Vendors will respect the rights of workers to associate, organize and bargain collectively, in a lawful, respectful and peaceful manner, without penalty or interference, and in accordance with the law and international labor standards. Where freedom of association is restricted by law, workers shall be free to develop parallel means for independent and free association and collective bargaining.

## **8. WORKING HOURS**

Vendors will not require workers to work more than the lesser of (a) 48 hours per week and 12 hours overtime, or (b) the limits on regular and overtime hours allowed by local law, except in extraordinary business circumstances. Furthermore, a work day will not exceed 12 total hours, a work week will not exceed 60 total hours and management will arrange for workers to receive at least one day off in every seven-day period.

## **9. WAGES AND BENEFITS**

Vendors will, at a minimum, comply with all applicable wage and hour laws and regulations, including those relating to minimum wages or a wage that meets local industry standards (whichever is greater) when considering overtime, piece rates and other elements of compensation, and provide legally mandated benefits. Where local industry standards are higher than applicable legal requirements, we expect vendors to meet the higher standards. Factories are encouraged to provide wages and benefits that are sufficient to cover workers' basic needs and some discretionary income.

## **10.A SAFE AND HEALTHY WORKPLACE**

Vendors will provide workers with a safe and healthy workplace in compliance with all applicable laws and regulations, ensuring at a minimum, a safe building with proper fire safety equipment; sanitary facilities with adequate lighting and ventilation; and reasonable access to potable water and toilets. Where vendors provide or introduce worker housing, vendors will also ensure that the same basic standards of hygiene and safety are applied in any residential facilities they directly or indirectly provide.

## **11.PROTECTION OF THE ENVIRONMENT**

Vendors will comply with all applicable environmental laws, regulations and other requirements, including permits and laws relating to air emissions, solid and hazardous waste and water discharge.

## **12.FACILITY AND CARGO SECURITY PRACTICES**

Vendors will implement security practices to secure their facilities and processes based, at a minimum, on the criteria set forth under the U.S. Customs-Trade Partnership Against Terrorism (C-TPAT) initiative.

## **13.MANAGEMENT SYSTEMS AND CONTINUOUS IMPROVEMENT**

Vendors will have management systems in place that include an organizational structure and appropriately trained and empowered personnel to achieve compliance with the standards set forth in this document. Vendors will also introduce policies and procedures for training, communication, performance measurement, accountability and documentation in order to promote continuous improvement of working conditions and compliance with the standards in this Vendor Code of Conduct.