



ECC Couture BV



ECC Couture (ECC) expect all their business partners to observe the ECC Code of Conduct. Furthermore, any business partners that are monitored against the principles below are to show evidence that they take (a) all necessary measures to ensure their own observance of the ECC Code of Conduct and (b) reasonable measures to ensure that all of their business partners involved in the production process observe the ECC Code of Conduct.

### **Integration of the OECD Due Diligence Guidance for Responsible Supply Chains in the Garment and Footwear Sector**

A due diligence investigation focusses on establishing the accuracy of the information presented to the stakeholder and mapping on the risks and opportunities in the business process to the stakeholder. An interested party is a person or organization that experiences influence (positive or negative) or can exert influence on a specific organization. During the year, we continuously investigate whether suppliers respect and comply with the principles of the ECC code of conduct. This is done, among other things, by continually asking and investigating whether suppliers have been audited

### **The rights of Freedom of Association and Collective Bargaining**

Business partners shall: (a) respect the right of workers to form unions in a free and democratic way; (b) not discriminate against workers because of trade union membership and (c) respect workers' right to bargain collectively. Business partners shall not prevent workers' representatives from having access to workers in the workplace or from interacting with them. When operating in countries where trade union activity is unlawful or where free and democratic trade union activity is not allowed, business partners shall respect this principle by allowing workers to freely elect their own representatives with whom the company can enter into dialogue about workplace issues.

- ILO Convention 87 Freedom of Association and Protection of the Right to Organise Convention, 1948  
ILO Convention 98 Right to Organize and Collective Bargaining Convention, 1949
- ILO Workers' Representatives Convention, 1971 (No. 135); Recommendation 1972 (no 143)
- Universal Declaration of Human Rights Article 23

### **No Discrimination**

Business partners shall not discriminate, exclude or have a certain preference for persons on the basis of gender, age, religion, race, caste, birth, social background, disability, ethnic and national origin, nationality, membership in unions or any other legitimated organisations, political affiliation or opinions, sexual orientation, family responsibilities, marital status, diseases or any other condition that could give rise to discrimination. In particular, workers shall not be harassed or disciplined on any of the grounds listed above.



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- ILO Convention 100 Equal Remuneration Convention, 1951
- ILO Convention 111 Discrimination (Employment and Occupation) Convention, 1958
- ILO Convention 183 Maternity Protection Convention, 2000

### Fair Remuneration

Business partners observe this principle when they respect the right of the workers to receive fair remuneration that is sufficient to provide them with a decent living for themselves and their families, as well as the social benefits legally granted, without prejudice to the specific expectations set out hereunder. Business partners shall comply, as a minimum, with wages mandated by governments' minimum wage legislation, or industry standards approved on the basis of collective bargaining, whichever is higher. Wages are to be paid in a timely manner, regularly, and fully in legal tender. Partial payment in the form of allowance "in kind" is accepted in line with ILO specifications. The level of wages is to reflect the skills and education of workers and shall refer to regular working hours. Deductions will be permitted only under the conditions and to the extent prescribed by law or fixed by collective agreement.

- ILO Protection of Wages Convention, 1949 (No. 95) and Recommendation, 1949(No.85).
- ILO Minimum Wage Fixing Convention, 1970 (No. 131) and Recommendation, 1970 (No.135).
- ILO Protection of Workers' Claims (Employer's Insolvency) Convention, 1992(No.173) and Recommendation, 1992 (No.180).

### Decent Working Hours

Business partners observe this principle when they ensure that workers are not required to work more than 48 regular hours per week, without prejudice to the specific expectations set out hereunder. However, ECC recognizes the exceptions specified by the ILO. Applicable national laws, industry benchmark standards or collective agreements are to be interpreted within the international framework set out by the ILO. In exceptional cases defined by the ILO, the limit of hours of work prescribed above may be exceeded, in which case overtime is permitted. The use of overtime is meant to be exceptional, voluntary, paid at a premium rate of not less than one and one-quarter times the regular rate and shall not represent a significantly higher likelihood of occupational hazards. Furthermore, Business Partners shall grant their workers with the right to resting breaks in every working day and the right to at least one day off in every seven days, unless exceptions defined by collective agreements apply.

- Hours of Work (Industry) Convention, 1919 (No.1)
- Weekly Rest (Industry) Convention, 1921 (No. 14)
- Forty-Hour Week Convention, 1935 (No. 47)
- Holidays with Pay Convention (Revised), 1970 (No. 132)



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- Reduction of Hours of Work Recommendation, 1962 (No. 116)
- Night Work Convention, 1990 (No. 171) and its Recommendation, 1990 (No. 178)
- Maternity Protection Convention, 2000 (No. 183) and its Recommendation, 2000 (No. 191).

### **Occupational Health and Safety**

Business partners observe this principle when they respect the right to healthy working and living conditions of workers and local communities, without prejudice to the specific expectations set out hereunder. Vulnerable individuals such as - but not limited to - young workers, new and expecting mothers and persons with disabilities, shall receive special protection. Business partners shall comply with occupational health and safety regulations, or with international standards where domestic legislation is weak or poorly enforced. The active co-operation between management and workers, and/or their representatives is essential in order to develop and implement systems towards ensuring a safe and healthy work environment. This may be achieved through the establishment of Occupational Health and Safety Committees. Business partners shall ensure that there are systems in place to detect, assess, avoid and respond to potential threats to the health and safety of workers. They shall take effective measures to prevent workers from having accidents, injuries or illnesses, arising from, associated with, or occurring during work. These measures should aim at minimizing so far as is reasonable the causes of hazards inherent within the workplace. Business partners will seek improving workers protection in case of accident including through compulsory insurance schemes. Business partners shall take all appropriate measures within their sphere of influence, to see to the stability and safety of the equipment and buildings they use, including residential facilities to workers when these are provided by the employer as well as to protect against any foreseeable emergency. Business partners shall respect the workers' right to exit the premises from imminent danger without seeking permission. Business partners shall ensure adequate occupational medical assistance and related facilities. Business partners shall ensure access to drinking water, safe and clean eating and resting areas as well as clean and safe cooking and food storage areas. Furthermore, business partners shall always provide effective Personal Protective Equipment (PPE) to all workers free of charge.

- Occupational Safety and Health Convention, 1981 (No. 155)
- Promotional Framework for Occupational Safety and Health Convention, 2006 (No. 187)
- Chemicals Convention, 1990 (No. 170)

### **No Child Labour**

Business partners observe this principle when they do not employ directly or indirectly, children below the minimum age of completion of compulsory schooling as defined by law, which shall not be less than 15 years, unless the exceptions recognised by the ILO apply. Business partners must establish robust age-verification mechanisms as part of the recruitment process, which may not be in any way degrading or disrespectful to the worker.



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This principle aims to protect children from any form of exploitation. Special care is to be taken on the occasion of the dismissal of children, as they can move into more hazardous employment, such as prostitution or drug trafficking. In removing children from the workplace, business partners should identify in a proactive manner, measures to ensure the protection of affected children. When appropriate, they shall pursue the possibility to provide **decent work for adult household members of the affected children's family.**

- OECD Guidelines for Multinational Enterprises, Chapter IV, Human Rights and Chapter V, Employment and Industrial Relations
- ILO Convention 138 Minimum Age Convention, 1973
- ILO Convention 182 Worst Forms of Child Labour Convention, 1999
- UN Convention on the Rights of the Child 1989

### **Special Protection for Young Workers**

Business partners observe this principle when they ensure that young persons do not work at night and that they are protected against conditions of work which are prejudicial to their health, safety, morals and development, without prejudice to the specific expectations set out in this principle. Where young workers are employed, business partners should ensure that (a) the kind of work is not likely to be harmful to their health or development; (b) their working hours do not prejudice their attendance at school, their participation in vocational orientation approved by the competent authority or their capacity to benefit from training or instruction programs. Business partners shall set the necessary mechanisms to prevent, identify and mitigate harm to young workers; with special attention to the access young workers shall have to effective grievance mechanisms and to Occupational Health and Safety trainings schemes and programmes.

### **No Precarious Employment**

Business partners observe this principle when, without prejudice to the specific expectations set out in this chapter, (a) they ensure that their employment relationships do not cause insecurity and social or economic vulnerability for their workers; (b) work is performed on the basis of a recognised and documented employment relationship, established in compliance with national legislation, custom or practice and international labour standards, whichever provides greater protection. Before entering into employment, business partners are to provide workers with understandable information about their rights, responsibilities and employment conditions, including working hours, remuneration and terms of payment. Business partners should aim at providing decent working conditions that also support workers, both women and men, in their roles as parents or caregivers, especially with regard to migrant and seasonal workers whose children may be left in the migrants' home towns. Business partners shall not use employment arrangements in a way that deliberately does not correspond to the genuine purpose of the law. This includes - but is not limited to - (a) apprenticeship schemes where there is no intent to impart skills or provide regular employment, (b) seasonality or contingency work when used to undermine workers'



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protection, and (c) labour-only contracting. Furthermore, the use of sub-contracting may not serve to undermine the rights of workers.

- Hours of Work (Industry) Convention, 1919 (No.1)
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- Forty-Hour Week Convention, 1935 (No. 47)
- Holidays with Pay Convention (Revised), 1970 (No. 132)
- Reduction of Hours of Work Recommendation, 1962 (No. 116)
- Night Work Convention, 1990 (No. 171) and its Recommendation, 1990 (No. 178)
- Maternity Protection Convention, 2000 (No. 183) and its Recommendation, 2000 (No. 191).

### **No Bonded Labour**

Business partners shall not engage in any form of servitude, forced, bonded, indentured, trafficked or non-voluntary labour. Business partners will risk allegations of complicity if they benefit from the use of such forms of labour by their business partners.

Business partners shall act with special diligence when engaging and recruiting migrant workers both directly and indirectly. Business partners shall allow their workers the right to leave work and freely terminate their employment provided that workers give reasonable notice to the employer. Business partners shall ensure that workers are not subject to inhumane or degrading treatment, corporal punishment, mental or physical coercion and/or verbal abuse. All disciplinary procedures must be established in writing, and are to be explained verbally to workers in clear and understandable terms.

- ILO Convention 29 Forced Labour Convention, 1930
- ILO Convention 105 Abolition of Forced Labour Convention, 1957
- ILO Protocol 2014 to the Forced Labour Convention, 1930 and Forced Labour (Supplementary Measures) Recommendation, 2014 (No. 203)

### **Protection of the Environment**

Business partners observe this principle when they take the necessary measures to avoid environmental degradation, without prejudice to the specific expectations set out in this chapter. Business partners should assess significant environmental impact of operations, and establish effective policies and procedures that reflect their environmental responsibility. They will see to implement adequate measures to prevent or minimise adverse effects on the community, natural resources and the overall environment.

- OECD Guidelines for the Testing of Chemicals
- OECD Principles of Good Laboratory Practice (GLP)
- OECD Recommendation of the Council on Implementing Pollutant Release and Transfer Registers (PRTRs)
- OECD Guidelines for Multinational Enterprises, Chapter VI. Environment.
- OECD Principles on Water Governance



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- Greenhouse Gas Protocol Corporate Value Chain (Scope 3) Accounting and Reporting Standard

### **Animal welfare**

Business partners prevent, reduce and eradicate animal suffering in the production supply chain. For this, there are Five Freedoms internationally standards of care accepted.

- Freedom from hunger and thirst by ready access to fresh water and diet to maintain health and vigor. This must be specific to the animal. For example, puppies, adult dogs, pregnant cats, and senior cats all need different types of food provided on different schedules.
- Freedom from discomfort by providing an appropriate environment including shelter and a comfortable resting area. This means you should provide soft bedding and an area with appropriate temperature, noise levels, and access to natural light. If an animal is outside, it must have shelter from the elements as well as appropriate food and water bowls that will not freeze or tip over.
- Freedom from pain, injury, or disease by prevention or rapid diagnosis and treatment. This includes vaccinating animals, monitoring animals, physical health, treating any injuries and providing appropriate medications.
- Freedom to express normal behaviour by providing sufficient space, proper facilities, and company of the animal's own kind. Animals need to be able to interact with — or avoid — others of their own kind as desired. They must be able to stretch every part of their body (from nose to tail), and run, jump, and play. This can be particularly challenging when animals are housed in individual kennels.
- Freedom from fear and distress by ensuring conditions and treatment which avoid mental suffering. The mental health of an animal is just as important as its physical health — as psychological stress can quickly transition into physical illness. These conditions can be achieved by preventing overcrowding and providing sufficient enrichment and safe hiding spaces.

### **Ethical Business Behaviour**

Business partners observe this principle when, and without prejudice to the goals and expectations set out in this chapter, they are not involved in any act of corruption, extortion or embezzlement, nor in any form of bribery - including but not limited to - the promising, offering, giving or accepting of any improper monetary or other incentive. Business partners are expected to keep accurate information regarding their activities, structure and performance, and should disclose these in accordance with applicable regulations and industry benchmark practices. Business partners should neither participate in falsifying such information, nor in any act of misrepresentation in the supply chain. Furthermore, they should collect, use and otherwise process personal information (including that from workers, business partners, customers and consumers in their sphere of influence) with reasonable



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care. The collection, use and other processing of personal information is to comply with privacy and information security laws and regulatory requirements.

Business partners prevent, reduce and eradicate animal suffering in the production supply chain.

- The OECD Guidelines for Multinational Enterprises, VII. Combating Bribery, Bribe Solicitation and Extortion.
- The OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions (the Anti-Bribery Convention)
- The OECD 2009 Recommendation of the Council for Further Combating Bribery of Foreign Public Officials in International Business Transactions (the 2009 Anti-Bribery Recommendation)
- 2009 Recommendation on Tax Measures for Further Combating Bribery of Foreign Public Officials in International Business Transactions
- 2006 Recommendation on Bribery and Officially Supported Export Credits
- United Nations Convention against Corruption (2000)

Date: \_\_\_\_

Company: \_\_\_\_\_ Signature: \_\_\_\_\_