

ethical sourcing statement

Alexandra plc, seek to develop long-term business partnerships with our suppliers. These can only be successful if suppliers have a mutual respect for our ethical standards. Our relationships with our suppliers are based on the principle of trust and honest dealings at all times and therefore we believe this mutual respect must be extended to everyone along the supply chain including employees, sub-contractors and other third parties.

We recognise that within some countries there are legal and cultural differences from our own but all factories and work establishments must meet the following universal standards.

Employment Conditions

- The use of child labour is not acceptable. Employees within the factories must meet the minimum legal working age and must not be less than 14 years of age, whichever is the greater.
- The use of forced labour or involuntary labour of any kind is not acceptable.
- The exploitation of any individual or group is not acceptable.
- The use of any form of physical abuse to coerce or punish workers is not acceptable. Additionally the use of non-physical abuse, for example, threat of violence, sexual harassment or verbal abuse is also not acceptable.
- Discrimination against a person or group as a result of race, religion, colour, gender, nationality, age, maternity or marital status is not acceptable.
- Workers must be allowed to lawfully join or organise associations (providing organisations are legal in their own country) and employers must not penalise or interfere with the workers lawful efforts to do so.
- Suppliers must ensure that all working premises comply with all applicable laws regarding working conditions, worker health and safety, fire safety, risk protection, sanitation, electrical and structural safety.
- Working hours / days, wages, over-time pay and holiday pay must be in compliance with all local laws and must meet the legal minimum wage or a wage that meets local industry standards, whichever is greater.
- Any disciplinary procedures taken by the supplier must be fair towards the employee and documented for future reference.
- Suppliers are encouraged to promote employee training and education to ensure and promote a greater understanding of their jobs and safety within their working environment.

As a condition of business with Alexandra the supplier must comply with all the above statements. Alexandra will continue to develop the supplier assessment procedures and site visits to monitor supplier compliance. If Alexandra establishes that any supplier has violated the policy Alexandra may require the supplier to implement corrective action or may terminate the business relationship. If the supplier does not conform to the suggested corrective action Alexandra will suspend current business or terminate the relationship.