



# GLEN RAVEN, INC. CODE OF CONDUCT

## SUPPLIERS



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## INTRODUCTION

Glen Raven, Inc. (Glen Raven) is the global leader in each of its industry segments, thanks to the hard work and responsible conduct of Glen Raven associates and suppliers worldwide. We will continue to be the leader as long as each of us takes personal responsibility for our success and demonstrates the highest level of professionalism and integrity in all of our actions. Glen Raven's core values are centered on engaged associates and suppliers who are guided by honorable stewardship – conducting without compromise to the highest standards of ethics, safety, environmental protection, marketing, finance, lawfulness and respect for our fellow man. Our core values serve as a constant guide and inspiration for all Glen Raven associates and suppliers.

To help Glen Raven suppliers understand both the Glen Raven commitment to our core values, as well as the standards of business conduct that all Glen Raven suppliers must meet, Glen Raven has prepared this Supplier Code of Conduct (the Code). The Code applies to all businesses that provide products or services for Glen Raven and its subsidiaries, joint ventures, divisions, or affiliates (collectively "suppliers"). Glen Raven views suppliers, licensees, and their subcontractors as an integral element of our business success and Glen Raven requires suppliers and their associates to commit to the Code as a condition of doing business. Our objective is to obtain the highest quality materials required at the best value. The Code is based on the belief that good corporate citizenship is essential to our long-term business success and must be reflected in our relationships, actions in the marketplace, the workplace, the environment, and the community.

Recognizing there are differences in laws, customs and economic conditions that affect business practices in various parts of the world, we believe that shared values must serve as the foundation for relationships between Glen Raven and our suppliers. This Supplier Code of Conduct restates our requirements and emphasizes good workplace policies that comply with applicable environmental laws and with local labor laws and regulations.

We look forward to working with our suppliers to ensure understanding of and compliance with the requirements set forth in this Code.



## INTEGRITY IN THE WORKPLACE

Suppliers retained by Glen Raven, its agents and permitted subcontractors, are fully responsible for the quality, performance, behavior, supervision and protection of their personnel. Suppliers of products or services produced in or provided from the United States shall conduct employee relations in an ethical manner and comply with all applicable federal, state and/or local laws and regulations.

Suppliers of products or services produced or provided from outside the United States shall also conduct employee relations in an ethical manner and comply with all applicable laws and regulations of relevant countries. This includes, but is not limited to, laws and regulations relating to labor, compensation, work hours, health and safety, and the environment.

Glen Raven asks our suppliers to embrace, support and enact, within their sphere of influence, a set of core values in the areas of human rights, labor standards, the environment, and anti-corruption.

Other specific guidelines are as follows:

## LABOR PRACTICES

Suppliers may not discriminate against any worker based on race, color, religion, national origin, sex (including pregnancy), age, qualifying disability, veteran status, genetic information, marital status, past or present military service or any other status protected by the laws or regulations in the locations where they operate. Suppliers shall treat every associate with respect and dignity and shall not subject any associate to physical, sexual, psychological, or verbal harassment or abuse.

Glen Raven prohibits human trafficking; forced, involuntary, or slave labor by all of our suppliers. Additionally, suppliers must not purchase materials or services from companies using forced, involuntary, or slave labor. Suppliers must be able to certify that

materials included in their products comply with the slavery and human trafficking laws of the country or countries in which they do business. Glen Raven will audit our suppliers to ensure that our supply chain conforms to this prohibition and may seek additional verification where warranted. If we receive credible information indicating slavery or human trafficking at a supplier, we will take immediate appropriate action.

Child labor is strictly prohibited. The minimum age for employment shall be 16 years of age or the minimum age for employment in that country; whichever is higher.

We expect our suppliers to compensate their associates fairly and competitively relative to their industry in full compliance with applicable local and national wage and hour laws, and to offer opportunities for associates to develop their skills and capabilities.

## HEALTH AND SAFETY PRACTICES

Suppliers must provide workers with a safe and healthy work environment. They should take proactive measures that support accident prevention and minimize health risk exposure. Suppliers performing work on our property or on our behalf must instill safety in every aspect of their work processes and in the attitude and behavior of all their associates.

Suppliers must provide appropriate controls, safe work procedures, preventative maintenance, and protective measures (such as physical guards, interlocks, and barriers) to mitigate health and safety risks in the workplace. When hazards cannot be adequately controlled by these means, suppliers must provide workers appropriate personal protective equipment.

Suppliers must provide workers with clean toilet facilities, access to potable water, and sanitary food preparation and storage facilities. Worker dormitories provided by the supplier or a labor agent must be clean and safe and provide adequate emergency exits and adequate heat and ventilation.

## ENVIRONMENTAL PRACTICES

Suppliers are expected to conduct their operations in a way that minimizes the impact on natural resources and protects the environment, customers, and associates. They must ensure their operations comply with all laws related to air emissions, water discharges, toxic substances, and hazardous waste disposal. As a responsible Company, we believe that protecting and nurturing a safe and healthy environment is the obligation of every citizen and every enterprise.

### *BUSINESS ETHICS*

Any and all forms of illegal or inappropriate activity, including, but not limited to, corruption, misrepresentation, extortion, embezzlement or bribery, kickbacks, and similar payments are strictly prohibited. All applicable trade agreements and local laws, including those applicable to importing into the United States and other countries, must be followed, as well as adherence to the United States Foreign Corrupt Practices Act. Participation in inappropriate activity may result in termination of any or all supply agreements with Glen Raven and possible legal action. Records prepared for Glen Raven shall be accurate, truthful and complete, and shall meet applicable legal standards and requirements.

#### Supply Chain Transparency

Supply chain transparency is required to confirm compliance to this Code. Suppliers must maintain sufficient knowledge of input materials and components to ensure they were obtained from permissible sources and in compliance with laws and regulations of the country or countries in which they do business. Glen Raven will support efforts by its suppliers to reach our common goal to build up a responsible supply chain. As a result, suppliers may be required to conduct due diligence inquiries in their supply chains.

## CONFIDENTIAL INFORMATION

Suppliers must protect all Glen Raven information, electronic data, or resources made available by Glen Raven and shall use them only for purposes authorized by Glen Raven. Glen Raven resources include tangible items as well as intangible items, such as Glen Raven's good name and reputation, associate productivity, and sensitive information.

Suppliers shall respect and not infringe the intellectual property ownership rights of Glen Raven and others, including, but not limited to, proprietary information, copyrights, patents, trademarks, and trade secrets. Suppliers shall not purport to make any announcements or release any information to any member of the public, press, official body, business entity, or other person, or claim or imply any endorsement by Glen Raven without the express prior written consent of Glen Raven.

### *FAIR COMPETITION AND ANTITRUST*

Suppliers representing Glen Raven are expected to comply with all applicable laws and regulations regarding fair competition and antitrust and to adhere to the antitrust and competition laws of the United States, the European Union and other countries.

# CONCLUSION

Our core values and policies are global in scope and it is necessary for all of us to take the time to fully understand and apply these core values and policies. It is Glen Raven's policy to ensure that all of its operations, activities, and business affairs are conducted in full compliance with applicable laws in every jurisdiction in which Glen Raven operates.

We thank you for your compliance with the Glen Raven, Inc. Supplier Code of Conduct and look forward to a mutually beneficial relationship with all of our suppliers based on the highest levels of ethical behavior. Any supplier may direct questions or comments about this code of conduct to their Supply Management representative.