



SUPPLIER CODE OF CONDUCT

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Preamble

At Oriflame, we believe that corporations have the same social and ethical responsibilities as individuals. The purpose of this Oriflame Supplier Code of Conduct is to communicate the standards that Oriflame expects all its Suppliers to adhere to regarding sustainability, safety, the environment, as well as human and animal rights when they manufacture, source, or otherwise provide goods or services to Oriflame. The Oriflame Supplier Code of Conduct is based on the general principles set forth by international conventions and regulations.

Compliance with the terms of this Code of Conduct is a preliminary requirement for any agreement or contract between Oriflame and a supplier. The Oriflame Supplier Code of Conduct applies to all Oriflame Suppliers. In their contractual relationships with their own suppliers, Oriflame Suppliers are expected to implement standards at a level at least equivalent to those set by this Code of Conduct.

Suppliers, workers and other parties throughout Oriflame's supply chain are encouraged to report any concern of misconduct or legal breach through Oriflame's official reporting channels available on [Oriflame Corporate website](#).

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Legal compliance

Oriflame Suppliers must comply with all local and national laws and regulations including minimum wages, as well as with other applicable standards. Where differences exist between the terms of this Code of Conduct and the local and national laws and regulations or other applicable standards, Oriflame Suppliers must adhere to the stricter requirements. If requirements of this Code of Conduct conflict with applicable legal requirements, Oriflame Suppliers must inform Oriflame immediately and ensure they strictly comply with the applicable laws and regulations.

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Corruption, bribery and intellectual property

Oriflame Suppliers must respect the intellectual property of third parties and may not use this property without first having acquired the rights for use, in line with applicable regulations and international standards.

Oriflame Suppliers are prohibited from using any information they obtain while working with, or on behalf of, Oriflame – in any endeavour besides that for which they were originally contracted, without receiving the written permission of Oriflame.

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Occupational health and safety

Oriflame Suppliers must:

- Identify and comply with all applicable health and safety regulations;
- Adequately plan for emergency situations, including but not limited to guaranteeing safe escape ways at all times, and providing adequate and functioning fire prevention and protection systems;
- Provide their employees and own suppliers with adequate training to perform their tasks safely;
- Implement adequate controls to reduce the healthy and safety risks their employees and own suppliers are exposed to;
- Provide their employees with any protective clothing or equipment as necessary;
- Provide a suitable, clean and sanitary workplace (and if applicable, accommodations and resting areas), including access to toilets and drinkable water and where applicable, food, in compliance with all applicable regulations and corresponding to the needs and number of its employees;
- Not require personal expenditure by their employees for the implementation of any occupational health and safety measures.

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Conditions of employment and work

Oriflame Suppliers must comply with all applicable regulations related to conditions of employment and work, including but not limited to, wages and benefits.

Oriflame Suppliers must enter into a written, understandable and legally binding employment contract with all longterm/permanent workers.

Oriflame Suppliers must ensure that the working-week is limited to 48 hours at most and that workers are entitled to at least one day off per week.

Overtime must be voluntary, not exceeding 12 hours per week, and be compensated as required by applicable regulations.

Oriflame Suppliers are expected to implement all applicable ILO conventions related to working conditions, in particular in relation to regular breaks and rest periods, shift work, paid leave, maternity and parental leave.

Oriflame Suppliers must treat all their direct and indirect staff with dignity and respect and protect them from any acts of physical, verbal, sexual or psychological harassment, abuse or threats in the workplace, whether committed by managers, fellow workers or third parties.

If Oriflame Suppliers become aware of any breach of these terms in their own operations or that of their suppliers, they must immediately notify Oriflame and take all appropriate steps to remedy the situation.

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Child labour, exploitation of vulnerable groups

Oriflame strictly opposes child labour and other forms of exploitation of children and vulnerable groups (e.g. undocumented immigrants, refugees).

Oriflame Suppliers must comply with all applicable regulations related to child labour and other forms of exploitation of children and vulnerable groups.

Oriflame Suppliers must not participate in, or benefit from, the use of child labour and other forms of exploitation of children and vulnerable groups.

The minimum age of employment must not be less than the age of completion of compulsory education and, in any case, not be less than 15 years of age.

If Oriflame Suppliers employ workers below 18 years of age, particular care must be given to:

- Limiting to a minimum the exposure of the concerned workers to health and safety risks, and;
- Ensuring that the tasks do not include handling or using hazardous chemicals, and;
- Limiting the working time to a maximum of 6 hours daily, notwithstanding above requirements concerning overtime and breaks.

If Oriflame Suppliers become aware that they or their own suppliers are employing children younger than 15 years of age, they must immediately notify Oriflame and ensure that the children are enrolled in an adequate remediation programme.

Oriflame Suppliers must not employ any person who does not have the legal permission to work in the country of operation.

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Forced labour

Oriflame Suppliers must comply with all applicable regulations related to forced labour.

Oriflame Suppliers must not participate in, or benefit from, any form of forced labour, including but not limited to bonded labour, forced prison labour, slavery, servitude or human trafficking.

Oriflame Suppliers must not withhold any part of the salary, benefits, property or documents (e.g. identity cards and travel documents) of any of their employees or indirect staff, in order to force such people to continue working.

Oriflame Suppliers must not engage in, or tolerate, the use of corporal punishment, mental or physical coercion or verbal abuse of personnel.

If Oriflame Suppliers become aware that any of their workers, or any of their own suppliers' workers, are constrained to work in any way described above, they must immediately notify Oriflame and ensure that the forced labourers concerned are enrolled in an adequate remediation programme.

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Freedom of association and collective bargaining

Oriflame Suppliers must comply with all applicable regulations related to freedom of association and collective bargaining.

Oriflame Suppliers must not interfere with the workers' rights to form and join unions or other associations and to negotiate collectively, nor shall Oriflame Suppliers discourage membership in unions.

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Discrimination

Oriflame Suppliers must comply with all applicable regulation related to equal opportunities and discrimination.

Oriflame Suppliers must not engage in or support discrimination on the basis of race, colour, sex, language, religion, political or other opinion, caste, national or social origin, union affiliation, sexual orientation, health status, family responsibilities, age, disability or other distinguishing characteristics.

Hiring, remuneration, benefits, training, advancement, discipline, termination, retirement or any other employment-related decisions must be based on relevant and objective work-related criteria.

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Product safety and quality

Oriflame Suppliers must comply with all applicable regulations related to product safety, and with Oriflame's specifications.

Oriflame Suppliers must ensure the products they design, manufacture, procure and test on behalf of Oriflame are free from defects that could endanger the life, health or safety of people or the environment. The products must represent the highest possible level of quality, in line with Oriflame's specifications.

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Animal welfare

When sourcing or producing goods or services for Oriflame, Oriflame Suppliers must ensure that no direct animal materials are used, with the exception of high-quality fish oil and gelatine that are used in certain food supplement products. If any animal by-products are used, Oriflame Suppliers must ensure they have been obtained from animals that have been treated fairly, ethically and without cruelty.

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Environmental impacts

Oriflame Suppliers must have a proactive approach to responsibly manage their environmental impact and comply with all applicable environmental regulations, including maintaining valid permits.

Impact monitoring

Oriflame Suppliers must:

- Monitor the consumption of water, energy, fuel, natural resources and other materials used in their operations;
- Monitor the total quantities of waste they generate;
- Monitor the quantities of the different emissions and effluents they generate.

Minimisation of impact

Oriflame Suppliers must develop plans and associated targets to minimise their use of resources and generation of waste, effluents and emissions. Oriflame Suppliers shall followup on their defined targets and regularly communicate progress to Oriflame.

Specifically, Oriflame suppliers shall not conduct, participate in, or otherwise contribute to, deforestation or conversion of natural ecosystems in their production or sourcing for Oriflame.

Oriflame Suppliers and their own suppliers shall strive to reduce all other negative environmental impacts they generate directly or indirectly. Wherever possible, Oriflame Suppliers and their own suppliers must implement adequate actions to remediate all direct negative environmental impacts they generate.

Pollution and prevention of industrial accidents

Oriflame Suppliers must comply with legal environmental norms and specific industrial regulations relative to preventing pollution and uncontrolled discharges, by installing appropriate retention and filter systems.

Oriflame Suppliers must have established emergency procedures to effectively prevent and address emergencies and industrial accidents that can affect the surrounding community or have an adverse impact on the environment.

Chemicals and hazardous materials

Oriflame Suppliers must store, handle, label, dispose of and use all chemicals in compliance with applicable regulations and with the Safety Data Sheet (SDS) of each substance.

Waste

Oriflame Suppliers must ensure that the waste they produce is adequately managed. This includes, but is not limited to, the following actions:

- Waste generated by the Supplier is collected by specialised and adequately qualified service providers;
- The collection and elimination of waste is transparent, documented and auditable;
- Wherever possible, waste collected is sent for recycling or energy-recovery, in line with the applicable local regulation.

Renewable materials and responsible sourcing

When not addressed specifically in technical specifications provided by Oriflame, Oriflame Suppliers must:

- Favour the use of renewable and responsibly sourced raw materials;
- Ensure that any raw material linked to ethical concerns, such as certain minerals, are sourced through transparently documented processes and suppliers;
- Not procure, import, use and export raw materials issued from endangered or protected species.
- Strictly follow additional commodity-specific requirements from Oriflame, including but not limited to those applicable to the sourcing of wood-, paper-, palm oil-, palm kernel oil-, mica-, and mineral-based goods or raw materials.

