



SUPPLIER CODE OF CONDUCT

Purpose

The Supplier Code of Conduct at Trendie establishes the ethical standards and expectations we require from our suppliers. This policy ensures alignment with our core values, particularly concerning ethical behaviour, environmental stewardship, and strict adherence to legal and regulatory requirements. It is designed to promote responsible business practices and to safeguard the reputation and integrity of both Trendie and its partners.

Scope

This code applies to all suppliers, vendors, contractors, and service providers engaged in business with Trendie. It is the supplier's responsibility to clearly communicate these standards to their employees, agents, and subcontractors. Compliance with this code is a condition for maintaining a business relationship with Trendie.

Code of Conduct Principles

- **Legal Compliance:**
Suppliers must comply with all applicable federal, state, and local laws and regulations, including but not limited to labour, environmental protection, anti-corruption, and consumer protection laws. Suppliers should stay informed and up-to-date with all legal requirements relevant to their operations and business dealings with Trendie.
- **Labour Practices:**
 - **Fair Labour Practices:** Suppliers are expected to uphold fair labour practices, including providing fair wages, reasonable working hours, and safe working conditions.
 - **Prohibition of Child and Forced Labour:** The use of child labour, forced labour, human trafficking, or any form of discrimination is strictly prohibited. Suppliers must verify the age and legal right to work of all employees.
 - **Non-Discrimination:** Suppliers must provide a workplace free of harassment and discrimination based on race, gender, nationality, disability, religion, or any other protected characteristic.

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- **Environmental Responsibility:**
 - Suppliers are expected to pursue environmental sustainability by implementing practices that minimize environmental impact.
 - **Resource Conservation:** Efforts should be made to reduce waste, conserve natural resources, and minimise emissions and pollutants.
 - **Compliance with Environmental Laws:** Suppliers must adhere to all relevant environmental regulations and standards, including obtaining necessary environmental permits and maintaining records.
- **Health and Safety:**
 - Suppliers must ensure a safe and healthy workplace for their employees, in accordance with all relevant health and safety regulations.
 - **Risk Management:** Suppliers should implement procedures to identify, assess, and manage workplace risks, including the provision of appropriate training and protective equipment to employees.
 - **Incident Reporting:** Any workplace incidents or safety breaches must be reported promptly to the relevant authorities and, where applicable, to Trendie.
- **Ethical Business Practices:**
 - Suppliers are required to conduct their business with integrity, transparency, and honesty.
 - **Anti-Corruption:** Involvement in bribery, corruption, or other unethical practices is strictly prohibited. Suppliers must adhere to all anti-bribery and anti-corruption laws.
 - **Conflict of Interest:** Suppliers should avoid any conflicts of interest that may impair their ability to make objective decisions in their business dealings with Trendie.



- **Confidentiality and Data Protection:**
 - Suppliers must safeguard Trendie's proprietary information and ensure that any personal data is handled in compliance with applicable data protection laws.
 - **Data Security:** Suppliers must implement appropriate measures to protect against unauthorised access, use, or disclosure of confidential information.
 - **Information Handling:** Any sharing or dissemination of Trendie's information must be authorised and conducted securely.
- **Monitoring and Compliance:**
 - **Audits and Assessments:** Trendie reserves the right to conduct audits and assessments of suppliers to ensure adherence to this code. Suppliers are expected to cooperate fully with such audits.
 - **Non-Compliance:** In cases of non-compliance, suppliers may be required to implement corrective actions within a specified timeframe. Persistent or serious breaches may result in the termination of the business relationship.

Responsibilities

- **Suppliers:**
 - **Understanding and Adherence:** Suppliers are responsible for thoroughly understanding and adhering to this Code of Conduct. They must ensure that all their employees, agents, and subcontractors are compliant with these standards.
 - **Communication and Training:** Suppliers should communicate this code to their workforce and provide necessary training to ensure full understanding and compliance.
- **Trendie:**
 - **Communication:** Trendie is responsible for communicating this code to all suppliers and ensuring it is included in supplier agreements.
 - **Monitoring and Enforcement:** We will monitor compliance through regular audits and take necessary actions if any violations occur.



Compliance and Enforcement

Trendie expects all suppliers to fully comply with this code. In the event of any violation, corrective actions may be enforced, including the potential termination of our partnership. We reserve the right to report any illegal activities to the relevant authorities.

Reporting Mechanisms

Suppliers are encouraged to report any violations of this code or unethical behaviour through Trendie's designated reporting channels. Reports will be treated confidentially, and no retaliatory actions will be taken against individuals who report in good faith.

Review

This Supplier Code of Conduct will be reviewed annually to ensure it remains relevant, effective, and in line with current legal and ethical standards. Any updates will be communicated promptly to all suppliers, and they will be expected to comply with any new requirements.

Procedures for Implementation

- **Supplier Onboarding:**
 - All new suppliers must be provided with a copy of the Supplier Code of Conduct and must agree to comply with it as part of the onboarding process.
 - Trendie will conduct a risk assessment of new suppliers to ensure they meet the minimum requirements of this code.
- **Training and Communication:**
 - Trendie will organise training sessions and provide materials to help suppliers understand the expectations and requirements outlined in this code.
 - Ongoing communication will be maintained with suppliers to ensure continued awareness and compliance.
- **Monitoring and Auditing:**
 - Regular audits will be conducted to assess compliance with the Supplier Code of Conduct.
 - Suppliers are expected to maintain records that demonstrate compliance and make these available for review upon request.

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- **Corrective Action Process:**
 - In cases of non-compliance, suppliers will be required to develop and implement a corrective action plan.
 - Trendie will monitor the implementation of corrective actions and may conduct follow-up audits to ensure compliance.
- **Reporting Violations:**
 - Suppliers should report any violations of this code using Trendie's confidential reporting mechanisms.
 - Reports will be reviewed and investigated promptly, with appropriate action taken based on the findings.

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