

Underworks Ethical Sourcing Policy

Underworks is committed to ensuring the workers in its supply chain are protected, respected and paid fairly. We also agree to ensure we conduct our business in a socially and environmentally responsible and ethical manner. We are dedicated to improving labour practices in our supply chain and respecting our duty to comply with local legislation.

As Underworks sells its product through partner retailers, our suppliers and authorized subcontractors are subject to standards set by these retailers. As such, each supplier will have to comply with our retailer’s code of conduct or ethical sourcing policy or standards before commencing production. Additionally, each retailer requires our suppliers to be subjected to mutually recognized social compliance programs and auditing methodologies, such as SEDEX, Amfori BSCI and WRAP. This ensures our suppliers meet global standards on ethical production. At last our supplier must sign our policies on chemicals, zero-tolerance of forced and child labour, unauthorized subcontracting and Uzbek cotton and our anti-mulesing agreement. It is the manufacturing facility’s responsibility to make sure it complies with these standards. This documents summarizes the key criteria our business partners are subject to, which forms the basis of our ethical sourcing policy. Furthermore, it provides links to codes of conduct of our partnering organizations. Through strong collaboration and mutual commitment to ethical and responsible production together we assure a sustainable supply chain for our products.

The codes of conduct of our retailers and well as our preferred compliance programs together take into account:

- International Labour Organisation (ILO) conventions
- UN Guiding Principles on Business and Human Rights
- OECD Guidelines for Multinational Enterprises

1. No forced labour

Underworks has a zero-tolerance policy for forced labour including any form of involuntary work, slavery bonded labour, forced overtime, debt bondage, work under threat, human trafficking and withholding of identity documents or deposits or restricted movement. It also includes exploitation of minority groups such as the Uyghur Muslims in the Xinjiang Region.

2. No child labour

Underworks has a zero-tolerance policy for child labour where a child below the minimum age of compulsory schooling is employed, as defined by law. This shall not be lower than 15 years old. This includes the worst forms of child labour such as forced labour or any work that is hazardous or unsafe. Suppliers must establish a safe relocation mechanism in case of dismissal.

3. Fair wages, working hours and benefits

Suppliers must meet all legislative requirements on paying minimum wages, overtime compensation, maximum hours of work and legally mandated benefits pay. We acknowledge that minimum wages are not always equal to living wages and we continue to work with suppliers to assure workers are paid living wages to meet their living needs.



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4. No discrimination

Employees shall not be subject to discrimination or dismissed or paid differently. This includes all forms of discrimination such as age, gender, sexual orientation, colour, race, religion, appearance, social or marital status and politics.

7. Health and safety standards maintained

Facilities shall provide a safe, hygienic and healthy place to work and have taken adequate steps to prevent accidents. Health and safety training must be conducted regularly and facilities must provide tools, equipment and amenities to meet worker needs and safety standards.

10. Managerial practices, no bribery and corruption

We do not condone any type of disciplinary practices. Bribery and corruption is not tolerated in any form, including bribery of auditing staff. Ethics and business integrity must be practiced.

5. Fair treatment and free of harassment

Suppliers shall treat workers in a fair a dignified way and shall not verbally, physically or sexually harass or abuse a worker. This also includes any type of intimidating, hostile or offensive behaviour or body language.

8. Environmental standards maintained

Facilities must adhere to all relevant local, national and international environmental laws. Facilities must take conscious steps to improve environmental performance. This includes safe disposal of waste, safe waste water management and reducing, reusing and recycling resources.

11. Animal welfare standards maintained

Relevant laws and animal welfare standards must be strictly complied with. We do not use angora, fur, down, leather or exotic animal materials. We have zero-tolerance against mulesing.

6. Freedom of association & collective bargaining

Suppliers must allow workers to join a union free of their choosing and respect the right to collective bargaining of their workers. The supplier shall not take corrective or discriminative action against workers who decide to do so.

9. Compliance with law & codes of conduct

Facilities must comply with all applicable laws and product safety standards, comply with the ethical sourcing policies or codes of all the retail partners they are manufacturing for and continue to identify and assess potential sources of risk and breaches and take steps to mitigate these.

12. No unauthorized subcontracting

Suppliers shall not sub-contract without authorization. If sub-contracting occurs these facilities are subject to all the same standards and requirements as described in this policy.

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- **Wesfarmers** - [Target Ethical Sourcing Code](#)
 - **Woolworths Group** - [Responsible Sourcing Policy & Responsible Sourcing Standards](#)
 - **Best & Less** - [Ethical Sourcing Code](#)
 - **The Warehouse** - [Ethical Sourcing Report](#)
 - **Spotlight Retail Group** - [International Vendor Trading Terms](#)
 - **Myer** - [Ethical Sourcing Policy](#)
 - **Country Road Group** - [Code of Labour Practice](#)

