

## **Nelson Nutraceutical Annual Supplier Code of Conduct**

This Code of Conduct applies to all Nelson Nutraceutical LLC “Suppliers.” Suppliers can be defined as any business, company, corporation, person or other entity that sells or seeks to sell any kind of goods or services to Nelson including the supplier’s employee’s, agents and other representatives.

Nelson Nutraceutical is committed to the highest standards of product quality and business integrity in their dealings with customers and suppliers. Our employees who interact with suppliers are expected to conduct themselves with the highest standards of honest and personal integrity.

### **Nelson expects its suppliers to:**

- Avoid even the slightest perception of unethical behavior or impropriety
- Provide their workers a fair and ethical workplace and enforce the highest standards of human rights
- Avoid the withholding of wages in violation of laws and regulations and/or the payment of recruitment fees or similar fees to obtain jobs
- Pay at least the minimum wage and provide all legally mandated benefits, in addition to complying with all applicable maximum working hours laws, including the payment of any overtime hours above or at the rate established by local laws and regulations
- Provide a discrimination and harassment free workplace where workers cannot be discriminated against based on age, disability, ethnicity, gender, marital status, national origin, political affiliation, race, religion, sexual orientation, gender identity, union membership, or any other status protected by applicable national or local law regarding any hiring or employment practices
- Provide a workplace free of any type of abuse or harassment, including a workplace that allows freedom of association
- Ensure all work is voluntary and will not directly or indirectly **enable** use of any type of involuntary labor,<sup>1</sup> underage labor, or human trafficking
- Maintain the highest of ethical standards
- Avoid corruption, extortion, embezzlement, or bribery to obtain an unfair or improper advantage
- Follow all applicable anti-corruption laws
- Adhere to Foreign Corrupt Practices Act (FCPA)
- Generally adhere to all applicable laws
- Avoid even the perception of impropriety or conflict of interest

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<sup>1</sup> The International Labour Organization defines “involuntary labor” as “all work or service which is exacted from any person under the threat of a penalty and for which the person has not offered himself or herself voluntarily.”

- Suppliers shall commit to the safety and health of their employees, and shall ensure that required training of personnel has been completed prior to initiating any work activity
- Suppliers shall have emergency plans and response procedures that implement all applicable laws and regulations regarding: emergency preparedness, reporting and notification; evacuation procedures, training and drills; appropriate hazard detection and suppression equipment; and adequate exit facilities from suppliers' sites
- Suppliers shall provide workers with clean toilet facilities, access to potable water and if food preparation and storage facilities are provided these shall be sanitary; if provided, worker dormitories shall meet acceptable living conditions
- Ensure and certify all manufacturing facilities comply with environmental laws including all laws related to waste disposal, air emissions, discharges, toxic substances and hazardous waste disposal
- Ensure all of supplier's suppliers or subcontractors meet these expectations
- Validate and certify all input materials and components were obtained from permissible harvests consistent with international treaties and protocols in addition to local laws and regulations
- Suppliers shall comply with Nellson's Environmental Policy located on our website [www.nellsonllc.com](http://www.nellsonllc.com)
- Nellson reserves the right to audit all our Supplier manufacturing operations to ensure compliance with this Code of Conduct

By undersigning below, Supplier acknowledges and agrees that they are in compliance with the Nellson Supplier Code of Conduct,

Supplier: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_