

# Mulberry

## Global Sourcing Principles

SINCE ITS CREATION IN 1971 MULBERRY HAS CREATED GOODS OF EXCEPTIONAL QUALITY WHILE OPERATING AT A HIGH ETHICAL STANDARD AND CREATING THE RIGHT ENVIRONMENT FOR THE PEOPLE WHO WORK FOR US.

The Mulberry approach to business practice is simple: Mulberry will make a positive difference to its people, environment and the communities it works in.

Mulberry takes great pride in the relationship we develop with the companies who supply us with goods and services. Our code of conduct sets the standards by which we aim to build long term partnerships with our suppliers, and carry out business through transparent and fair means.

We expect a great deal from our suppliers: they should not only obey the law but also take great care to respect the well-being of their employees, communities and environment in which they operate. They should sign our code of conduct: Mulberry's Global Sourcing Principles, and communicate and implement these principles throughout their business dealings for Mulberry, including with their own employees and suppliers.

The Mulberry Global Sourcing Principles set out the minimum requirements for a supplier to do business with Mulberry. They include principles of international law such as the ILO's four fundamental principles for rights at work; no child labour, no forced labour, no discrimination and the right to freedom of association and collective bargaining. Our principles also cover best practices in wages, working hours, communication of employment conditions and health and safety in the workplace. Finally, suppliers working with Mulberry undertake to meet our high expectations of respect for the environment and care of animals used in our products following our Animal Sourcing Principles.

Mulberry takes these principles very seriously. All direct suppliers are required to complete a questionnaire to demonstrate their compliance. This is followed up by frequent unannounced visits by our own employees and visits from external auditors. Where necessary, corrective action plans are agreed with the supplier and changes verified by Mulberry. In the event of consistent and ongoing non-compliance Mulberry may cease to renew its contract with a supplier.



Godfrey Davis,  
Chairman

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## Global Sourcing Principles

### CODE OF CONDUCT

#### 1. NO CHILD LABOUR

There shall be no recruitment of child labour. Children under the age of 15 shall not be recruited or employed (or higher age if required by the law). Children and young persons under the age of 18 shall not be employed at night or in hazardous conditions. The policies and procedures shall conform to the relevant International Labour Organisation (ILO) policies.

#### 2. EMPLOYMENT IS FREELY CHOSEN

There shall be no forced, bonded or involuntary prison labour. Workers must not be required to lodge 'deposits' or their identity papers on commencement of employment. Workers must be free to leave their employer after reasonable notice.

#### 3. FREEDOM OF ASSOCIATION AND EMPLOYEE REPRESENTATION

Suppliers should respect the rights of employees to join or form an association of their choosing (such as workers council, union, or workers association). Where the right to freedom of association and collective bargaining is restricted by law, the employer should facilitate, and not hinder, the development of parallel means for independent and free association and bargaining. Representatives must not be discriminated against and have access to carry out their representative function in the workplace.

#### 4. NO DISCRIMINATION

There must be no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on race, caste, nationality, religion, age, disability, gender, marital status, sexual orientation, union or political membership.

#### 5. WAGES AND BENEFITS OF EMPLOYMENT

Wages and benefits paid for a standard working week must meet, as a minimum, national legal requirements or industry benchmark standards, whichever is higher. Wages should cover the need to meet both basic needs and some discretionary income. All workers should be provided with written and understandable information about their employment conditions and wages before employment and provided with wage slips for each period they are paid. Deductions from wages as a disciplinary measure is not permitted other than those required by law. Any such deductions must not be taken without the expressed permission of the worker concerned.

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### CODE OF CONDUCT

#### 6. HOURS OF WORK AND REGULAR EMPLOYMENT

Working hours should comply with local and national laws, whichever offers greatest protection. In any event workers should not on a regular basis be required to work more than 48 hours per week. They should be given one day off for every 7 day period on average. Overtime should be voluntary, not requested on a regular basis and not exceed 12 hours per week. Overtime should be paid at a premium rate. To every extent possible work performed should be on the basis of a recognized employment relationship. Obligations to employees under labour or social security laws and regulations should not be avoided through the use of home working schemes, subcontracting or apprenticeships where there is no intent to provide regular employment. The conditions for the termination of a contract should be laid out before employment commences and conform to established and transparent company practices and local law.

#### 7. DISCIPLINE

Employee abuse in physical, sexual or verbal form of intimidation is not acceptable and prohibited.

#### 8. HEALTH AND SAFETY

A safe, clean and hygienic environment should be provided, taking into account the specific hazards of the industry. Adequate steps should be taken to prevent accidents and injury to health at work. Workers should receive regular and recorded health and safety training. All workers should have access to clean toilet facilities and drinking water. Where provided accommodation should be clean, safe and meet the basic needs of workers. A senior manager should be appointed as the Health and Safety representative for the company.

#### 9. ENVIRONMENT

Suppliers should ensure they are treating the local environment with respect, and meet all the relevant local and national regulations.

#### 10. ANIMAL WELFARE

Suppliers should ensure the highest standards of animal welfare are adopted in the production of our hides through the life of the animal and during the slaughter process. Animals should live free of hunger, thirst, distress, pain or disease. To this end all suppliers should sign and implement our Animal Sourcing Principles. No hide should be used from any recognised endangered or prohibited animal. Where relevant CITES certification should be used to trace the importation of hides.

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## Animal Sourcing Principles

### INTRODUCTION

As a company in the luxury sector, dedicated to excellence in all areas, we are committed to responsible and sustainable business principles and practices, including sustainable sourcing. We work towards upholding such practices and principles throughout our own business as well as in our supply chain, by working with partners that share our values and approach to sustainable and responsible business. Since we use material from animal origin in some of our products, we are deeply committed to principles and practices that require animals in our supply chain to be treated with care and respect.

This document sets out the general principles according to which all animals in our supply chains should be treated. The principles have been developed to take into account the diversity of animal products we source as well as the different regulatory environments in which animals are caught, bred, raised, transported and slaughtered.

### GENERAL PRINCIPLES

We believe that these principles should apply throughout the animal sourcing supply chain, including the catching, maintaining, breeding, raising, transportation, handling and slaughter of live animals.

1. We are committed to ethical practices in the catching, maintaining, breeding, raising, transportation, handling, and slaughter of animals in our leather, fur and exotic skins supply chains. We believe that all such animals, while taking into account their species' needs, should benefit from:
  - Freedom from hunger and thirst, by ready access to fresh water and a diet for full health and vigour.
  - Freedom from discomfort, by providing an appropriate environment including shelter and a comfortable resting area.
  - Freedom from pain, injury or disease, by prevention or rapid diagnosis and treatment.
  - Freedom to express normal behaviour, by providing sufficient space, proper facilities and company of the animal's own kind.
  - Freedom from fear and distress, by providing conditions and treatment that avoid mental suffering.
2. We are committed to sustaining well-functioning and bio-diverse ecosystems in the regions where we source. This includes maintaining species populations of wild animals at sustainable levels as well as to source only material of animal origin that stem from legal sources. We believe that local authorities' use of robust scientific assessment methodologies that ensure sustainable population levels, such as the non-detriment finding methodology promoted by the CITES agreement or the IUCN Red List Categories and Criteria assessment, is critical to achieve this objective.
3. We believe that the capture, maintaining, breeding, raising, transportation, handling and slaughter of animals must be undertaken with minimal environmental impacts, and in compliance with applicable local animal welfare, social, and environmental laws and regulations as well as internationally accepted human and labour rights standards. In addition, internationally accepted standards for animal welfare such as the standards developed by the World Organisation for Animal Health should be followed.

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## Animal Sourcing Principles

### CATCHING, MAINTAINING, BREEDING, RAISING, TRANSPORTATION, HANDLING, AND SLAUGHTER OF ANIMALS

4. We believe that during the maintaining, breeding, raising, and handling of animals, animals should have freedom of movement, be housed in clean and secure conditions, and provided with food, water and care as well as have appropriate lighting, temperature, humidity, air circulation, ventilation and other environmental conditions. Further, animals should not be given food or liquid in a manner which may cause unnecessary suffering or injury, and they should be treated in a manner respectful of its species' nature and their physiological and ethological needs in accordance with established experience and scientific knowledge.
5. We believe that animals should not be transported in a way that is likely to cause injury or undue suffering to them, including that all necessary arrangements have been made in advance to minimise the length of the journey and to meet animals' needs during the journey in line with internationally accepted standards for transportation of animals in air, at sea and on land.
6. We believe that animals should not experience suffering, pain or excitement during all stages of the process of slaughter, and that, as appropriate, effective stunning should be used in advance of slaughter.

### IMPLEMENTATION

7. As a means to uphold these principles, we will work with our suppliers to achieve these outcomes and encourage them to uphold these principles in their own supply chains.
8. We will commit to implementing appropriate guidelines, procedures, and resources to uphold these principles.
9. We recognise that the ability to uphold these principles throughout our supply chains as well as across different types of species will vary, however we aim for continuous improvement towards realising these principles. We will seek to source from countries that have well-established and enforced legislation covering animal welfare, trade and biodiversity conservation.

*The animal sourcing principles were developed by the founding members of the Sustainable Luxury Working Group and BSR. The principles were agreed by members of the group on February 8, 2011.*