

CODE OF CONDUCT



This Code of Conduct has been drafted to ensure that our products are manufactured under conditions that reflect our values.

THE VALUES WE ARE COMMITTED TO ARE:

- A standard of excellence in every aspect of our business everywhere in the world.
- Ethical and responsible conduct in all our operations.
- Respect for the rights of all individuals.
- Respect for the environment.

We expect these same commitments to be shared by all suppliers and manufacturers of our goods.

At a minimum, we require that all of Mavimex' suppliers and subcontractors meet the following standards:

CHILD LABOUR

Suppliers will not use child labour, nor any forced or involuntary labour, whether prison, bonded, indentured or otherwise. The term "child" refers to a person younger than what the local law allows.

COERCION AND HARASSMENT

Suppliers will treat each employee with dignity and respect, and will not use corporal punishment, threats of violence or other forms of physical, sexual, psychological or verbal harassment or abuse.

ANTI-BRIBERY POLICY FOR SUPPLIERS

Mavimex operates a zero-tolerance policy in relation to any acts of bribery committed by any person or organisation acting on its behalf anywhere in the world. So called 'facilitation payments', payments of a small cash value made to low-level officials, as a bribe to secure or expedite the performance of a routine or necessary action or level of service, are strictly prohibited.

OUR SUPPLIERS MUST NOT:

Give, offer or promise any bribe to any third party (including companies, partnerships, government departments or agencies or employees) Give, offer or promise any bribe to any person employed or engaged by Mavimex.

OUR SUPPLIERS MUST:

Establish adequate procedures to prevent any company, individual or other individual associated with them from giving, offering, obtaining or requesting bribes on their behalf. Establish appropriate whistle-blowing procedures so that members of staff who believe or suspect that any bribes have been offered or given, are able to report this.

NON DISCRIMINATION

Suppliers will not discriminate in hiring employment practices, including salary, benefits, advancement, discipline, termination or retirement, on the basis of race, religion, age, nationality, social or ethnic origin, sexual orientation, gender, political opinion or disability.

ASSOCIATION

Suppliers will respect the rights of employees to associate, organise and bargain collectively in a lawful and peaceful manner, without penalty or interference.

HEALTH AND SAFETY

Suppliers will provide employees with a safe and healthy workplace in compliance with all applicable laws and regulations, ensuring at a minimum reasonable access to water and sanitary facilities; fire safety; and adequate lighting and ventilation.

Suppliers will also ensure that the same standards of health and safety are applied in any housing that they provide for employees.

COMPENSATION

We expect suppliers to recognise that wages are essential to meeting employee's basic needs. Manufacturers will, at a minimum, comply with all applicable wage and hour laws and regulations, including those relating to minimum wages, overtime, maximum hours, piece rates and other elements of compensation, and provide legally mandated benefits.

Manufacturers will compensate employees for overtime at the premium rate that is legally required or, if there is no legally prescribed premium rate, at a rate at least equal to the regular hourly compensation rate.

Where local industry standards are higher than applicable legal requirements, we expect manufacturers to meet the higher standards.

PROTECTION OF THE ENVIRONMENT

Suppliers will comply with all applicable environmental laws and regulations.

OTHER LAWS

Manufacturers will comply with all applicable laws and regulations, including those pertaining to the manufacture, pricing, sale and distribution of merchandise. All references to "applicable laws and regulations" in this Code of Conduct include local and national codes, rules and regulations as well as applicable treaties and voluntary industry standards.

SUBCONTRACTING

Manufacturers will not use subcontractors for the manufacture of Mavimex merchandise or the components thereof without Mavimex express written consent and only after the subcontractor has entered into a written contract with Mavimex to comply with this code of conduct.

MONITORING AND COMPLIANCE

Manufacturers will authorise Mavimex and its designated agents (including third parties) to engage in monitoring activities to conform compliance with this Code of Conduct, including unannounced on-site inspections of manufacturing facilities and employer – provided housing; reviews of books and records relating to employment matters; and private interviews with employees.

Manufacturers will maintain on site all documentation that may be needed to demonstrate compliance with this Code of Conduct.

PUBLICATION

Manufacturers will take appropriate steps to ensure that the provisions of this Code of Conduct are communicated to employees, including the prominent posting of a copy of this Code of Conduct, in the local language in a place readily accessible to employees, at all times.

Mavimex reserves the right to take all appropriate measures against any supplier that fails to comply with this policy.

THE ONE-STOP SPECIALIST FOR YOUR CUSTOM-MADE TEXTILE & BAGS



MAVIMEX LIMITED
4-10/F, Kwan Chai Tower
No 6 Tonnochy Road, Hong Kong