

**BELLA+CANVAS®**

WORKPLACE CODE OF CONDUCT

**PREAMBLE**

Bella + Canvas, LLC ("BELLA+CANVAS") is committed to providing superior quality merchandise and services to customers. As a part of our corporate culture and values, we strongly believe the quality of our merchandise begins with the treatment of the people who create our products. We have developed a Code of Conduct that specifies basic minimum policies, procedures, and working conditions while leveraging industry best practices. Our Code is based on International Labor Organization standards and internationally accepted good labor practices. As longtime supporters of ethical working conditions, our workplace standards exceed those required by both the Fair Labor Association (FLA) and Worldwide Responsible Accredited Production (WRAP). As FLA affiliates, BELLA+CANVAS commits to FLA standards and only works with suppliers who share this commitment, and our own U.S. facilities have been WRAP certified, which we also require of our business partners.

The following Code applies both to our owned operations and to our suppliers, who are our partners in upholding our commitment to ethical business practices. These standards and all relevant laws, regulations, and conventions in all countries in which our suppliers operates shall be observed. While BELLA+CANVAS recognizes that there are different legal and cultural environments in which our suppliers operate throughout the world, this

Code sets forth the minimum requirements that all suppliers shall meet in order to do business with BELLA+CANVAS. When differences or conflicts in requirements arise, the highest standard shall apply.

This Code shall be communicated to all workers and posted prominently in the workplace in English and the native languages of all factory employees and management who work with our products.

BELLA+CANVAS conducts regular audits of locations where our products are made and stored. These audits are conducted by BELLA+CANVAS staff or mandated third parties or auditors from organizations of which we are members. Suppliers working with BELLA+CANVAS are required to accept these audits, and we require that our business partners, including contractors, suppliers, and agents, uphold the same standards.

If we find that a supplier is not in compliance with our Code of Conduct, we will require immediate corrective action up to and including termination of our business relationship with our supplier.

**EMPLOYMENT RELATIONSHIP**

In our owned operations, BELLA+CANVAS complies with all rules and conditions of employment that respect workers and, at a minimum, safeguard their rights under national and international labor and social security laws and regulations. We expect adoption of and adherence to the same standards by all of our business partners, such as contractors, suppliers, or agents.

**NONDISCRIMINATION**

The diversity of our employees and our business partners' employees is a tremendous asset. We are firmly committed to providing equal opportunity in all aspects of employment. BELLA+CANVAS does not engage, support or tolerate discrimination - any unfair treatment or arbitrary distinction - in employment practices such as recruitment, promotion, access to training, remuneration, allocation of work, termination of employment, retirement, general treatment in the workplace based on a person's race, sex, gender identity, religion, nationality, marital status, ethnic origin, caste, sexual orientation, disability, diseases, pregnancy, age, language, social origin or other status, migration status, membership in worker organizations including unions, political affiliation or any other personal characteristics or protected class under applicable federal, state, and local laws.

**HARASSMENT OR ABUSE**

In our owned operations and in the operations of any business partner involved in manufacturing BELLA+CANVAS products, every employee shall be treated with respect and dignity. No employee shall be subject to any violence, including gender-based violence, bullying, physical, sexual, psychological, or verbal harassment, or abuse of authority in any form.

**FORCED LABOR**

Prison, indentured, bonded, involuntary, slave labor or labor obtained through human trafficking shall not be used in our owned operations and in the operations of any business partner involved in manufacturing BELLA+CANVAS products.

**CHILD LABOR**

No person shall be employed under the age of 15 or under the age for completion of compulsory education, whichever is higher in our owned operations and in the operations of any business partner involved in manufacturing BELLA+CANVAS products.

**FREEDOM OF ASSOCIATION  
& COLLECTIVE BARGAINING**

At BELLA+CANVAS we recognize and respect the right of employees to freedom of association and collective bargaining in our own operations and at those of our business partners, including contractors, supplier, and agents.

**HOURS OF WORK**

BELLA+CANVAS and our business partners, including contractors, suppliers, and agents, shall not require workers to work more than the regular and overtime hours allowed by the law of the country where the workers are employed. The regular work week shall not exceed 48 hours. We shall allow workers at least 24 consecutive hours of rest in every seven-day period. All overtime work shall be consensual. We shall not request overtime on a regular basis and shall compensate all overtime work at a premium rate. Other than in exceptional circumstances, the sum of regular and overtime hours in a week shall not exceed 60 hours.

**ACCESS**

For the purpose of monitoring compliance with our policies, BELLA+CANVAS's business partners, including contractors, suppliers, and agents, as well as their subcontractors and agents shall grant BELLA+CANVAS unrestricted access to all production facilities and dormitories and to all relevant records, whether or not notice is provided in advance.

**COMPENSATION**

At BELLA+CANVAS, we believe that every worker has a right to compensation for a regular work week that is sufficient to meet the worker's basic needs and provide some discretionary income. We commit to paying at least the minimum wage or the appropriate prevailing wage, whichever is higher, complying with all legal requirements on wages, and providing any fringe benefits required by law or contract, and we expect our business partners, including contractors, suppliers, and agents, to uphold the same standards. Where compensation does not meet workers' basic needs and provide some discretionary income, our suppliers shall work with BELLA+CANVAS to take appropriate actions that seek to progressively realize a level of compensation that does.

**HEALTH, SAFETY AND ENVIRONMENT**

BELLA+CANVAS and our business partners, including contractors, suppliers, and agents, shall provide safe and healthy workplace settings to prevent accidents and injury to health arising out of, linked with, or occurring in the course of work or as a result of operations at our respective facilities. BELLA+CANVAS and our business partners shall adopt responsible measures to mitigate negative impacts that the workplace has on the environment.

**SUBCONTRACTING**

BELLA+CANVAS requires all suppliers and subcontractors to fully comply with its Standards. BELLA+CANVAS does not allow unauthorized subcontracting. A formal request shall be submitted to BELLA+CANVAS for approval, should a supplier require subcontracting.

**CUSTOMS COMPLIANCE**

Facilities will comply with applicable customs laws, and in particular, will establish and maintain programs to comply with customs laws regarding illegal transshipment of finished products.

Facilities will ensure that all merchandise is accurately marked or labeled in compliance with all applicable laws. In addition, facilities will keep records for all materials and orders, as well as maintain detailed production records.

**SECURITY**

Facilities will maintain facility security procedures to guard against the introduction of non-manifested cargo into outbound shipments (i.e. drugs, explosives biohazards and/or other contraband).

Facilities will ensure adequate controls are in place to safeguard against the introduction of any non-manifested cargo. In this regard, WRAP recognizes the United States Customs and Border Protection (CBP)'s C-TPAT Guidelines for Foreign Manufacturers as a best practice program and has adopted those guidelines under this Principle.

**REPORTING INAPPROPRIATE CONDUCT**

Suspected Violations of BELLA+CANVAS's Workplace Standards can be reported anonymously at the following e-mail: [compliance@bellacanvas.com](mailto:compliance@bellacanvas.com)