



## Vendor Responsibility Code

### ⑧ Freely Chosen Employment

The Vendor shall employ workers who choose to be employed by the Vendor's company. All work shall be voluntary, and workers shall be free to leave upon reasonable notice.

### ⑧ Age of Employment

Persons under the age of 15 (or 14 where the law of the country of manufacture allows) shall not be employed. Where hazardous working conditions exist, workers must be at least 18 years of age. The use of legitimate workplace apprenticeship programs, which comply with all laws and regulations, is permitted.

### ⑧ Non-discrimination and Diversity

Employment decisions must be made solely on the basis of knowledge, skill, efficiency and ability to do the job and meet its requirements and no person shall be subject to discrimination in hiring and employment practices such as promotions, rewards, and access to training. In addition, workers or potential workers shall not be subjected to medical tests that could be unlawfully used in a discriminatory way.

### ⑧ Health and Safety

Workers will be provided with a safe and healthy work environment. Conditions in all work and residential facilities shall be safe, clean, and consistent with all applicable laws and regulations regarding occupational health and safety. Employees must be made aware of health and safety guidelines in terms of equipment, training, management, and work practices.

### ⑧ Employee Treatment

The Vendor's employees shall be treated with respect and dignity and Vendor's disciplinary policies and procedures shall be clearly defined and communicated to employees before application. No employee shall be subject to any harassment or abuse.

### ⑧ Freedom of Association and Collective Bargaining

The Vendor shall work directly with employees to find solutions to any outstanding legal and employment issues while at all times respecting worker rights to obtain representation and/or bargain collectively.

### ⑧ Wages and Benefits

Compensation paid to workers shall comply with all applicable wage laws, including those relating to minimum wages, overtime hours and legally mandated benefits. Employees shall be compensated for overtime hours at such premium rate as is legally required in the country of manufacture or, in those countries where such laws do not exist, at a rate at least equal to their regular hourly compensation rate. Deductions from wages as a disciplinary manner is not permitted and payment shall occur in a timely manner with pay stub or similar documentation.

### ⑧ Hours of Work

The Vendor shall ensure regular working hours do not exceed forty eight (48) hours per week, and that the combination of regular hours and required overtime hours do not exceed sixty (60) hours per week except in emergency circumstances.

**⑧ Environmental Responsibility**

Vendors shall take responsibility to reduce the environmental impact of their products and services as well as their overall operations or 'in-house' practices (e.g. energy conservation in their buildings). Vendors must not be in violation of any national environmental regulations and should be striving to meet third-party standards.

**⑧ Anti-Corruption Business Practices**

The Vendor will not, directly or indirectly, pay, give, offer or promise anything of value to any local or foreign government official (or to any person for the benefit of a government official) for the purpose of corruptly causing the government official to improperly act or use his or her influence in obtaining or retaining any business or securing any improper advantage for London Drugs or the Vendor.

**Vendor Declaration**

London Drugs requires Vendors (i.e. merchandising partners) to comply with the Responsible Vendor Code which defines minimum standards for Vendors and their subcontractors and is based on the International Labour Organization (ILO) core labour conventions.

Vendors must comply with these standards upon application or have a plan in place to comply within a specific period of time. London Drugs, at its sole discretion, reserves the right to determine an appropriate timeframe in which Vendors must come into compliance with the Vendor Responsibility Code. All Vendors must complete and sign this form in order to be eligible to apply for a Vendor contract.

Upon completing and signing this declaration form,

*<insert corporate name of Vendor>*

confirms that we have read and understand the London Drugs Vendor Responsibility Code and are in compliance with these terms and standards. We understand and agree that third-party audits will be conducted to verify our compliance with the Vendor Responsibility Code. Furthermore, we declare that our sub-contractors are in compliance with the Vendor Responsibility Code and agree that they too must provide third-party audit reports to verify compliance.

\_\_\_\_\_  
Corporate Name of Merchandising partner

\_\_\_\_\_  
Name and Title of Signatory

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date MM/DD/YYYY

I understand that a false declaration, unwillingness to provide third-party audit information, and/or lack of a corrective action plan may result in disqualification of this proposal.