



WORTHY CODE OF CONDUCT - AS OF JANUARY 1, 2017

Standards: Worthy Promotional Products agrees to operate workplaces and contract with companies whose work places adhere to the standards and practices described below.

- A. Legal Compliance:** Worthy Promotional Products will comply with all applicable legal requirements of the country(ies) of manufacture in conducting business related to or involving the production or sale of Licensed Articles. Where there are differences or conflicts with the Code and the laws of the country(ies) of manufacture, the higher standard shall prevail, subject to the following considerations. In countries where law or practice conflicts with these labor standards, Worthy Promotional Products agree to consult with governmental, human rights, labor and business organizations and to take effective actions as evaluated by CLC, the applicable Collegiate Institution(s) or their designee, and the applicable Licensee(s) to achieve the maximum possible compliance with each of these standards. Worthy Promotional Products further agree to refrain from any actions that would diminish the protections of these labor standards.
- B. Employment Standards:** Worthy Promotional Products shall comply with the following standards:
- 1. Wages & Benefits:** Worthy Promotional Products recognizes that wages are the principal means of meeting the basic needs of employees and their families, and therefore commit themselves to a wage goal that enables employees to satisfy these needs. Worthy Promotional Products will ensure that wages and benefits, for a standard working week, meet at least legal minimum standards and industry averages, whichever is greater, and shall provide legally mandated benefits. Compensation standards will be adjusted periodically based on experience and increased knowledge concerning local labor markets and living conditions.
 - 2. Working Hours:** Worthy Promotional Products will comply with applicable laws and industry standards on working hours. Personnel will not, on a regular basis, be required to work in excess of 48 hours per week and shall be provided with at least one day off in every seven-day period.
 - 3. Overtime Compensation:** Mandatory overtime shall be limited to extraordinary and short-term business circumstances and the policy concerning mandatory overtime will be explained to employees before they are hired. Regular working hours plus mandatory overtime shall not exceed 60 hours per week. All overtime shall be remunerated at an appropriate premium rate.
 - 4. Child Labor:** Worthy Promotional Products will not employ any person at an age younger than 15 (or 14, where, consistent with International Labor Organization practices for developing countries, the law of the country of manufacture allows such exception.) Where the age for completing compulsory education is higher than the standard for the minimum age of employment stated above, the higher age for completing compulsory education shall apply to this section. Worthy Promotional Products agrees to consult with governmental, human rights, and non-governmental organizations, and to take reasonable steps to minimize the negative impact on children released from employment because of implementation or enforcement of the Code.
 - 5. Forced Labor:** Worthy Promotional Products will not use (or purchase materials that are produced using) any form of forced labor, whether in the form of prison labor, indentured labor, bonded labor, or otherwise.



6. Health and Safety: Worthy Promotional Products will provide a safe and healthy working environment to prevent accidents and injury to health, including reproductive health, arising out of, linked with, or occurring in the course of work or as a result of the operation of Worthy Promotional Products facilities.

a. Women's Rights: Women's rights are included in the previous sections of this Code of Conduct. Without restricting the generality of the foregoing and for purposes of greater clarity and specificity, Worthy Promotional Products will abide by the following conditions:

1. Women workers will receive equal remuneration, including benefits, equal treatment, equal evaluation of the quality of their work, and equal opportunity to fill all positions as male workers.
2. Worthy Promotional Products will not use criteria related to marital or reproductive status (for example, pregnancy tests, the use of contraception, fertility status) as conditions of employment.
3. New mothers shall be entitled to leaves of absence (with the right to return to work) for childbirth, adoption and recovery from childbirth. Workers who take maternity leave will not face dismissal nor threat of dismissal, loss of seniority or deduction of wages, and will be able to return to their former employment at the same rate of pay and benefits.
4. Workers will not be forced or pressured to use contraception.
5. Workers will not be exposed to hazards, including glues and solvents, that may endanger their safety, including their reproductive health.
6. Worthy Promotional Products shall provide appropriate services and accommodations to women workers in connection with pregnancy.

7. Nondiscrimination: No person shall be subject to any discrimination in employment, including hiring, salary, benefits, advancement, discipline, termination or retirement, based on gender, race, marital status, reproductive or familial situation, religion, age, disability, sexual orientation, nationality, political opinion, or social or ethnic origin.

8. Harassment or Abuse: Every employee shall be treated with dignity and respect. No employee shall be subject to any physical, sexual, psychological or verbal harassment or abuse. Worthy Promotional Products will not use or tolerate any form of corporal punishment.

9. Freedom of Association and Collective Bargaining: Worthy Promotional Products will recognize and respect the right of employees to freedom of association and collective bargaining. No employee shall be subject to harassment, intimidation or retaliation for her/his efforts to freely associate or bargain collectively. Worthy Promotional Products shall allow union organizers access to employees. Worthy Promotional Products shall recognize the union of the employee's choice.



- C. Full Public Disclosure:** Worthy Promotional Products shall disclose to the Collegiate Institution or its designee the location (including factory name, contact name, address, phone number, e-mail address, products produced, and nature of business association) of each factory used in the production of all items which bear Licensed Indicia. Such information shall be updated upon change of any factory site location. The Collegiate Institution reserves the right to disclose this information to third parties, without restriction as to its further distribution.
- D. Monitoring:** Throughout the term of the License Agreement, Worthy Promotional Products agrees to comply with monitoring provisions or practices which include but are not limited to those developed by or to be developed by the FLA, CLC, or other programs in which Universities elect to participate. Worthy Promotional Products, as part of its overall Code compliance and monitoring program, will accommodate unannounced visits to, and unannounced independent monitoring of, factories selected without the participation of the companies whose factories, or whose contractors' factories, are being monitored. For purposes of this provision, "independent monitoring" must involve accreditation of monitors wherein the qualifying person or group has no monetary interest in the outcome of the monitoring process. The independent monitor may not be chosen by the individual corporate or other ownership entity whose factories or whose contractor's factories are being monitored, nor may the monitors be selected or accredited by a group dominated by commercial or corporate interests or entities. Accreditation should occur through organizations with balanced representation of business entities, universities, human rights organizations and preferably labor rights organizations.
- E. Reporting:** Throughout the term of the License Agreement, Worthy Promotional Products agrees to comply with the Standards of Conduct described in this document and to ensure that all suppliers, at a minimum, also comply with the principles of this Code. Worthy Promotional Products agrees to document the nature and extent of all activities that it undertakes to ensure compliance with the Code of Conduct. Information concerning our monitoring and compliance with the Code of Conduct may be requested at any time during the term of the License Agreement. Worthy Promotional Products will forward all requested information in a timely manner. Information given and received shall be treated as confidential, within the legal limits of confidentiality as may be required by open records and State laws.