

# Suppliers' Ethical Conduct Guidelines



# SUPPLIERS'

# ETHICAL CONDUCT

# GUIDELINES

## 1. Introduction

- The Irmãdona ethical conduct guidelines are part of its commitment to Social Responsibility and the United Nations Global Compact. These guidelines apply both to Irmãdona and to its suppliers<sup>1</sup>.
- Irmãdona requires a firm commitment in terms of ethical management from its product and service suppliers, so they must comply with the legislation in the countries in which they operate, in each of the following aspects. Suppliers are responsible for compliance with legislation and with the guidelines.
- In the event of non-compliance, Irmãdona reserves the right to immediately terminate the commercial relationships, after notifying the supplier in writing.

## 2. Respect for Human Rights and work ethics

- Irmãdona only does business with providers who display an ethical conduct and operate in a legal and honest manner, in accordance with the International Labour Organisation principles and the Ethical Trading Initiative.
- Violence, forced labour, or any kind of harassment will not be tolerated<sup>2</sup>.
- The supplier must not implement any discriminatory practice based on race, gender, civil status, disability, or any other condition, thus providing equal opportunities in the workers' professional development<sup>3</sup>.

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<sup>1</sup> <https://info.mercadona.es/es/actualidad/mercadona-empresa-adherida-al-pacto-mundial/news>

<sup>2</sup> Under conventions 29 and 105 of the International Labour Organisation.

<sup>3</sup> Under convention 111 of the International Labour Organisation.

- The workers' right of association must be respected. If the law restricts this right, the supplier will not hinder the development of parallel ways to associate<sup>4</sup>.
- No kind of child labour will be tolerated. To this end, the minimum age to work is set at 15, provided that the relevant national legislation is not breached and the worker's education is not hindered. Workers younger than 18 will not work in dangerous conditions or at night<sup>5</sup>.
- All workers will benefit from dignified, fair, and known work conditions<sup>6</sup>.
- Workdays will not exceed the maximum number of hours allowed by law and the applicable minimum salary in the country must be paid<sup>7</sup>.

### 3. Occupational health and safety

- The supplier will provide healthy and safe workplaces to its workers, complying with the occupational health and safety standards required by the legislation in force<sup>8</sup>.
- Work conditions must be suitable as regards noise, light, and air quality, and access to drinking water must be available<sup>9</sup>.
- Workers must be trained on and informed about compliance with the best occupational and environmental risk protection and prevention practices.
- All workers will be provided the protection equipment and measures required to correctly perform their work with no risks. The facilities will also have suitable equipment against those risks<sup>10</sup>.

### 4. Relationships with third parties

- Irmãdona will only work with those suppliers that display the highest professionalism and transparency standards in the fulfilment of their legal and ethical commitments.
- Corruption and bribery will not be tolerated.

<sup>4</sup> Under conventions 87, 98 and 135 of the International Labour Organisation.

<sup>5</sup> Under conventions 138 and 182 of the International Labour Organisation.

<sup>6</sup> Under the Ethical Trading Initiative (ETI).

<sup>7</sup> Under conventions 1, 14, 26 and 131 of the International Labour Organisation.

<sup>8</sup> Under convention 155 of the International Labour Organisation.

<sup>9</sup> Under convention 148 of the International Labour Organisation.

<sup>10</sup> Under convention 187 of the International Labour Organisation.

- Any exchange between Irmãdona and the supplier must be supported by transparent, reliable documentation, suited to the legislation in every country in which operates.

## 5. Environment and Sustainability

- Irmãdona is particularly concerned with the protection of the environment. To this end, the supplier must comply with the applicable environmental legislation in management of its waste, atmospheric emissions, noise, waste water discharges, soil degradation, and changes in use of forest land. It will also maintain a constant commitment to the protection of the environment<sup>11</sup>.
- No activity will be initiated without previously having an activity licence or the corresponding administrative authorisations.
- Waste will be managed in an adequate, authorised manner, and measures for its reutilisation will be implemented.
- Fish product suppliers must accept the Irmãdona Fish Product Purchasing Policy, have their own sustainability model, or comply with the Irmãdona sustainability decalogue<sup>12</sup>.
- Any meat, egg, or milk supplier must accept the Irmãdona Animal Welfare Policy and have an Animal Welfare certificate based on internationally recognised standards by the end of 2021<sup>13</sup>.

Irmãdona reserves the right to verify compliance with these guidelines through its own means or through third parties.

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<sup>11</sup> Under Principles 7, 8, and 9 of the United Nations Global Compact.

<sup>12</sup> <https://info.mercadona.es/es/actualidad/politica-de-pesca-sostenible-de-mercadona/news>

<sup>13</sup> <https://info.mercadona.es/es/actualidad/esta-es-la-politica-de-bienestar-animal-de-mercadona/news?idCategoriaSeleccionada=1470731303671>



