



**SUPPLIER
CODE**



JBCOcoa

Contents

- SUPPLIER CODE OF BUSINESS CONDUCT 4**
- 1. LAWFUL BUSINESS CONDUCT WITH INTEGRITY..... 5**
 - 1.1 Legal and Regulatory Compliance..... 5
 - 1.2 Bribery and Corruption..... 5
 - 1.3 Conflict of Interest..... 5
 - 1.4 Gifts and Hospitality 5
 - 1.5 Confidential Information 5
 - 1.6 Safeguarding Assets..... 5
 - 1.7 Privacy and Information Security..... 6
 - 1.8 Financial and Business Records 6
 - 1.9 Insider Trading 6
 - 1.10 Quality and Product Safety..... 6
- 2 HUMAN RIGHTS AND FAIR LABOUR PRACTICES 7**
 - 2.1 Respect Internationally-recognised Human Rights..... 7
 - 2.2 Child Labour and Young Workers 7
 - 2.3 Forced Labour 8
 - 2.4 Treat Employees with Dignity and Respect..... 8
 - 2.5 Non-discrimination 8
 - 2.6 Freedom of Association and Collective Bargaining..... 9
 - 2.7 Hours of Work and Rest Day Requirements..... 10
 - 2.8 Grievance Procedures 10
 - 2.9 Worker Health and Safety 10
- 3 PROTECTION OF FORESTS AND OTHER NATURAL ECOSYSTEMS 11**
 - 3.1 Land Rights of Indigenous Peoples and Local Communities 11
 - 3.2 Environmental Permits and Regulations 11
 - 3.3 Environmental Impact 11
 - 3.4 Wastewater Management 12
 - 3.5 Emissions Management 12
 - 3.6 Deforestation and Biodiversity 12
- 4 MANAGEMENT SYSTEMS 13**
 - 4.1 Monitoring Compliance..... 13
 - 4.2 Supplier Management Systems 13
- SUPPLIER ACKNOWLEDGEMENT FORM..... 136**
- 5 REFERENCES AND FURTHER READING 17**
 - 5.1 General..... 17
 - 5.2 Child Safeguarding and Protection 17
 - 5.3 Discrimination 17
 - 5.4 Due Diligence 17

5.5 Environment 17

5.6 Ethics 18

5.7 Forced Labour 18

5.8 Freedom of Association..... 18

5.9 Grievance Mechanisms 18

5.10 Health & Safety 18

5.11 Rights of Indigenous Peoples and Communities 19

5.12 (Living) Wage 19

5.13 Management Systems: 19

5.14 Recruitment 19

5.15 Risk Assessment..... 19

5.16 Working Hours 19

SUPPLIER CODE OF BUSINESS CONDUCT

JB Cocoa is committed to producing quality products, and strives to be a responsible, ethical and transparent corporation in the countries and regions that we operate. When we do this, workers are more productive, resources are utilised more efficiently, and the business thrives.

We therefore count on our suppliers and business partners around the world to commit to and uphold our high standards of integrity, values and operating principles.

PURPOSE AND SCOPE

This Supplier Code articulates a minimum set of mandatory requirements which all our suppliers and their employees, personnel, agents, subcontractors, suppliers, including their parent organisation, subsidiary or affiliate entities (collectively referred to as "Suppliers" or individually as "Supplier") need to meet while conducting business with or on behalf of JB Cocoa.

It contains globally aligned standards and is rooted in international law. Where local laws or standards differ from this Supplier Code, we expect our Suppliers to comply with the more stringent standards and principles, or the standards and principles that favour workers.

We prioritise Suppliers who are committed to our universal principles of operating their business in a responsible and ethical manner, respecting the rights of individuals, and helping to protect the environment.

We encourage our Suppliers and business partners to adopt a continuous improvement mindset, and move beyond the mandatory requirements. Alignment to mandatory requirements will be verified through the use of our Supplier online self-assessment.

EXPECTATIONS

Suppliers are expected to self-monitor and demonstrate their compliance with this Supplier Code. JB Cocoa may also audit Suppliers or inspect Suppliers' facilities, announced or unannounced, to confirm compliance. Suppliers who behave in a manner that is unlawful or inconsistent with the Supplier Code, or any of JB Cocoa's policies, risk termination of their business relationship with JB Cocoa.

We expect our Suppliers and business partners to communicate the expectations under this Supplier Code throughout their business operations by adopting efficient management systems, policies, procedures and training to uphold the standards and expectations set forth in this Supplier Code.

1. LAWFUL BUSINESS CONDUCT WITH INTEGRITY

1.1 Legal and Regulatory Compliance

Suppliers should comply with all laws and regulations in the countries where they operate. Suppliers should ensure that all other applicable international laws and regulations are complied with, including those relating to international trade (such as those relating to sanctions, export controls and reporting obligations), data protection and antitrust/competition laws.

1.2 Bribery and Corruption

Suppliers must fully comply with the requirements of all applicable anti-corruption laws and regulations of the countries in which it operates, and applicable international anti-corruption conventions. Adequate procedures should be in place to prevent bribery in all commercial dealings undertaken by the Supplier.

1.3 Conflict of Interest

Suppliers must avoid conflicts of interest. All and any conflict of interest in any business dealings with JB Cocoa, of which the supplier is aware, will have to be declared to allow for JB Cocoa to manage the situation and resolve it appropriately. Any ownership or beneficial interest in a supplier's business by a government official, representative of a political party or a JB Cocoa worker must be declared prior to entering any business relationship with JB Cocoa.

1.4 Gifts and Hospitality

While it may sometimes be appropriate to exchange business courtesies on certain occasions, it is never appropriate to give, receive a gift or offer hospitality that is extravagant, such as one that instils a sense of obligation, or one that is given to influence a business decision. Therefore, do not offer or accept any gift to obtain improper advantages or influence towards the Supplier, JB Cocoa (employees and family members and associates of JB Cocoa), or any third party. Gifts include benefits, fees, commissions, dividends, cash, gratuity, services, or any inducements.

1.5 Confidential Information

Suppliers must take all reasonable and necessary precautions to safeguard JB Cocoa and its partners' information to which it has access, including not disclosing to anyone, inside or outside of JB Cocoa, unless disclosure is properly authorised, in connection with a clearly defined legitimate business need (i.e., shared only on a need-to-know basis), and subject to a written confidentiality agreement. Suppliers must design and maintain processes to provide appropriate protections for this information.

1.6 Safeguarding Assets

Suppliers are responsible for appropriately using and safeguarding JB Cocoa's assets. Assets include physical and non-physical properties, such as equipment, inventory, technology,

money, intellectual property (I.P.) and Company information and data. Competitively sensitive and proprietary information are also considered assets and include:

- operational data, such as production and maintenance data, master data and data related to our equipment, and process control systems;
- strategic and marketing plans;
- information used in trading activities;
- research and other technical data;

1.7 Privacy and Information Security

Suppliers are to comply with applicable privacy and information security laws and regulatory requirements when personal information is collected, stored, processed, transmitted, and shared.

Suppliers are to commit to protecting the personal information and ensuring the confidentiality, privacy and security of everyone they do business with, including suppliers, customers, consumers, employees and contingent workers, and have appropriate policies and procedures in place to ensure they can comply with this requirement.

Suppliers are encouraged to implement their own Data Protection Policy.

1.8 Financial and Business Records

Suppliers are to commit to performing all business and commercial dealings transparently and recording them accurately.

Business and financial records must be legible and reflect actual transactions and payments. All financial books and records should conform to generally accepted accounting principles. When a record is no longer needed to conduct the current business, records should still be retained according to applicable retention requirements.

1.9 Insider Trading

Suppliers are prohibited from trading directly or indirectly in JB Cocoa's securities while possessing "non-public information material" about the Company. Inside information is non-public information material about a company that is not generally available to the public. Whether the information is considered as such is generally judged by whether it would affect a reasonable investor's decision-making.

1.10 Quality and Product Safety

Products, materials and services provided by the Supplier should comply with applicable laws and accepted industrial and governmental standards, and meet JB Cocoa's agreed requirements, specifications and safety criteria in the relevant contract documents. Any product safety or quality concerns must be reported to JB Cocoa immediately.

2 HUMAN RIGHTS AND FAIR LABOUR PRACTICES

2.1 Respect Internationally-recognised Human Rights

Suppliers are to commit to respecting internationally-recognised human rights. This includes the rights of indigenous peoples, local communities, workers and others who may be affected by company activities. Suppliers are expected to operate in a manner consistent with the:

- United Nations (U.N.) Universal Declaration of Human Rights
- U.N. Guiding Principles on Business and Human Rights
- International Bill of Human Rights
- International Labour Organization (ILO) eight fundamental conventions and declaration on fundamental principles and rights at work.

Suppliers are encouraged to develop and implement their own Human Rights Policy.

2.2 Child Labour and Young Workers

Suppliers have the duty of care to safeguard children from intentional or inadvertent harm caused by their activities, businesses, and programmes, including ensuring that the behaviour of their employees, contractors, and implementing partners within the operation and the local communities that they engage in are in adherence to that duty of care.

Under no circumstances should a supplier employ individuals under the age of 15 (or 14 years of age where the local law allows and such exception is consistent with ILO Convention No. 138 & 182), or under the legal minimum age for Employment in the country, whichever stated age of the two is of a lower number.

Suppliers should have documentation with the legal proof of the date of birth of all workers, and a labour force register should be maintained. In addition, Suppliers should do comprehensive background screening, apply thorough interviewing procedures, and conduct robust reference checks.

We encourage our Suppliers to participate in industry efforts aimed at the elimination of child labour wherever they exist in the supply chain. Suppliers must prohibit young workers or vocational trainees under the age of 18 from performing work that is mentally, physically, socially, morally dangerous or harmful, as well as those that interfere with their education by depriving them of the opportunity to attend school.

JB Cocoa supports all forms of legal youth employment, including the development of legitimate workplace apprenticeship programmes for the educational benefit of young people. In the absence of local law, the wage rate for student workers, interns and apprentices shall be at least the same wage rate as other entry-level workers performing equal or similar tasks.

2.3 Forced Labour

All Suppliers and their business partners, including recruiters, employment agencies and recruitment firms, are prohibited from using forced labour, whether in the form of indentured labour, compulsory or trafficked labour, bonded labour, or any other form.

Suppliers will ensure that the employer always covers the full cost of recruitment, so that no cost is paid by workers. Relevant costs include, recruitment/agent fees, travel costs, health checks and visa costs. This requirement remains valid even in countries where local law allows for some recruitment fees to be paid by workers. In cases where workers have paid recruitment costs, these must be reimbursed by the employer.

Employment decisions must be based on free choice with respect to legal and contractual rights. Workers are not charged or required to pay fees or deposits to obtain or maintain employment. Pay is not withheld, and no conditions should be made that constrain a worker's ability to freely choose employment.

Workers are free to leave work and terminate their employment upon reasonable notice without penalty. Suppliers must not retain any personal identification, travel documents, or wages as conditions of employment.

2.3.1 Documented Terms of Employment

Suppliers are expected to provide all workers, both permanent and casual, with a written contract. This should contain accurate and understandable information regarding the nature of work, compensation, work hours, and benefits in writing, in a language understood by the worker and ahead of commencing employment. For workers recruited from other countries, such information containing the terms of employment should be received by the workers prior to their departure from their country of residence to the country of work.

2.4 Treat Employees with Dignity and Respect

Suppliers shall create a work environment where employees and business partners feel valued and respected for their contributions.

There should be no harsh and inhumane treatment, including any sexual harassment, sexual abuse, corporal punishment, mental or physical coercion, verbal abuse of workers, or threats to their family, including threats of any such treatments. Disciplinary policies and procedures in support of these requirements shall be clearly defined and communicated to workers.

2.5 Non-discrimination

Suppliers are expected to support diversity and inclusion in the work environment. Therefore, they shall not engage in discrimination based on race, colour, age, gender, sexual orientation,

gender identity and expression, ethnicity or national origin, disability, pregnancy, religion, political affiliation, union membership, covered veteran status, protected genetic information or marital status in hiring and employment practices such as wages, promotions, rewards, and access to training. Workers shall be provided with reasonable accommodation for religious practices. In addition, workers or potential workers should not be subjected to medical tests or physical exams that could be used in a discriminatory way.

2.6 Freedom of Association and Collective Bargaining

Suppliers shall respect the right of workers to exercise their right to form and/or join trade unions, engage in peaceful assembly and bargain collectively. The rights of workers to freedom of association and collective bargaining are recognised and respected by the Supplier.

Workers and/or their representatives shall be able to openly communicate and share ideas and concerns with management regarding working conditions and management practices without fear of discrimination, reprisal, intimidation or harassment.

2.6.1 Wages and Benefits

Compensation paid to workers by the Supplier shall comply with all applicable wage laws, including those relating to minimum wages, overtime hours and legally mandated benefits. Suppliers are encouraged to analyse the potential gap between current wages provided to workers and living wages¹ and drive towards closing this gap when it has been identified. Wages and benefits should always be paid on time.

In compliance with local laws, workers shall be compensated for overtime at pay rates greater than regular hourly rates (in the absence of local law, then the following rates apply: 125% for overtime on a regular working day and 150% for overtime on a rest day or public holiday).

Deductions from wages as a disciplinary measure shall not be permitted, nor shall any deductions from wages not provided for by national law be permitted without the expressed permission of the worker concerned. All disciplinary measures should be recorded.

For each pay period, workers shall be provided with a timely and understandable wage statement that includes sufficient information to verify accurate compensation for work performed.

All use of temporary, dispatch and outsourced labour will be within the limits of the local law. Pregnancy, maternity and lactation benefits are provided as per applicable law.

¹ Living wage resources | Ethical Trading Initiative (ethicaltrade.org)

2.7 Hours of Work and Rest Day Requirements

Studies of business practices clearly link worker strain to reduced productivity, increased turnover and increased injury and illness. Suppliers are prohibited from requiring workers to work more than the maximum hours as set by international labour standards, local and national labour laws, whichever is most restrictive.

Suppliers must ensure that overtime is voluntary and paid according to local and national laws or regulations.

A standard work week (excluding overtime) must not exceed 48 hours per week or the weekly limit set by local law. Including overtime, working hours may never exceed the maximum hours permissible under national law. If the national law does not specify this, it cannot exceed 60 hours a week. Workers must be allowed at least one day off every seven day period, or two days off every 14-day period where local law permits. Suppliers must keep employee working hours and pay records in accordance with local and national laws or regulations.

Suppliers must maintain a transparent and reliable system for recording working hours and wages for all workers.

2.8 Grievance Procedures

Suppliers must provide workers with transparent, fair and confidential procedures that result in the swift, unbiased and fair resolution of difficulties which may arise as part of their working relationship. Suppliers must review these reporting procedures periodically.

The grievance procedures provided must be accessible, culturally appropriate, and include the option to report anonymously where appropriate. Workers who speak up in good faith are protected from retribution, retaliation and reprisal.

JB Cocoa should be notified of any concerns or violations reported through the grievance mechanism that is in direct violation of this Supplier Code.

2.9 Worker Health and Safety

Suppliers should provide their workers with a healthy and safe workplace to prevent accidents and injury arising out of, linked with, or occurring in the course of work or as a result of the Supplier's operations.

Workers should be regularly trained on the appropriate occupational health and safety policies and procedures, including emergency evacuation procedures at the place of employment and in the primary language(s) of the workers.

Suppliers should protect employees from exposure to hazardous materials by ensuring personal protective equipment is available to employees.

Suppliers shall provide workers access to safe drinking water, adequate toilet facilities and access to emergency response services.

Worker dormitories and transportation, if provided, must meet applicable national and local housing and safety standards, and be maintained in a clean and safe manner.

Workers have the right to refuse and denounce unsafe and/or unhealthy working conditions.

Unreasonable limitations to workers' access to toilets, rest and lactation breaks are prohibited.

Suppliers should implement controls to protect sensitive populations, including pregnant women/nursing mothers and workers under the age of 18, from workplace health and safety risks.

Suppliers should prohibit the use, possession, distribution, or sale of illegal drugs.

3 PROTECTION OF FORESTS AND OTHER NATURAL ECOSYSTEMS

3.1 Land Rights of Indigenous Peoples and Local Communities

The rights and title to property and land of the individual, indigenous peoples² and local communities affected by sourcing practices, operations and supply chains are respected. All negotiations with regard to their property or land, including the use of and transfers of it, adhere to the UN principles of free, prior and informed consent (FPIC), contract transparency and disclosure.

3.2 Environmental Permits and Regulations

Supplier operations should fully comply with all federal and local environmental laws and regulations when conducting business, including those related to waste disposal, hazardous waste, greenhouse gas emissions, wastewater and toxic substances.

Suppliers are expected to obtain, keep, and update all required (for example, discharge monitoring) environmental approvals, permits and registrations.

3.3 Environmental Impact

Suppliers are to demonstrate good stewardship of the environment while working to reduce the environmental impacts of their operations.

Suppliers should strive to continuously promote efficient use of materials and resources

throughout their facility(s), including water, electricity, raw materials and other resources, particularly those that are non-renewable.

Suppliers should avoid unnecessary use of hazardous materials and products, seek substitutions when and where feasible, and take all reasonable steps to protect human health and the environment when such materials must be used, stored and disposed.

Where required by legislation or where significant health, safety or environmental hazards exist, Suppliers should develop and maintain appropriate emergency and spill response programmes.

Suppliers active in processing and manufacturing should apply independent environmental auditing, verification or certification of practices.

Suppliers are encouraged to share and regularly communicate their environmental programmes and best practices to their suppliers, clients, customers and the public.

3.4 Wastewater Management

Suppliers are expected to reduce, control and/or eliminate wastewater and solid waste generated from operations and treat as required prior to discharge or disposal.

Suppliers are encouraged to actively measure, manage and disclose environmental impact from water and waste management, as well as to set targets and implement action plans for reducing impact on the environment.

3.5 Emissions Management

Suppliers are expected to reduce, control and/or eliminate air emissions of volatile chemicals, corrosives, particulates, aerosols and combustion products, as well as Greenhouse Gas (GHG) emissions.

Suppliers are encouraged to actively measure, manage and disclose their air and GHG emissions, as well as set targets and implement action plans for reducing their environmental impact.

3.6 Deforestation and Biodiversity

Suppliers should ensure that their operations and work across supply chains do not contribute to deforestation or loss of biodiversity, and are aligned to JB Cocoa's Deforestation Free Statement. Suppliers are encouraged to implement their own *No Deforestation Policy* and establish commitments to protect *High Conservation Value* and *High Carbon Stock* areas to promote the effective restoration and long-term conservation of protected areas. Suppliers should prohibit sourcing from National Parks and Reserves.

Suppliers should also raise awareness and communicate the concept of zero deforestation to their suppliers.

4 MANAGEMENT SYSTEMS

4.1 Monitoring Compliance

Suppliers must be able to demonstrate compliance with this Supplier Code upon JB Cocoa's request. Suppliers will therefore keep all information necessary to document their compliance with this Supplier Code.

JB Cocoa requires all its Suppliers to confirm their compliance with the Supplier Code on an annual basis, as well as acknowledge that they are complying with all applicable laws in the country or countries in which they do business. Processors should additionally undergo regular SMETA (Sedex Members Ethical Trade Audit) to assess the working conditions in the supply chain. Furthermore, JB Cocoa may, through itself or a third party, at JB Cocoa's cost, conduct announced and unannounced on-site audits or evaluations of Supplier's books, records and facilities to ensure Supplier's compliance with this Supplier Code of business conduct.

Suppliers are expected to promptly take corrective action to address any deficiencies identified to ensure compliance with this Supplier Code.

Suppliers agree that any workers supplied by subcontractors to work at the Supplier's facilities would be treated in a manner consistent with the principles set forth in this Supplier Code.

4.2 Supplier Management Systems

Suppliers are required to adopt and implement management systems and procedures to comply with the principles set forth in this Supplier Code. Management systems will vary from supplier to supplier, depending on business size, scope and risks. The management system should be designed to ensure compliance with applicable laws, regulations and customer requirements, including conformance with this Supplier Code, risk mitigation and processes to track, measure and drive improvements in the management system.

Furthermore, it should also include the following elements:

4.2.1 Managing for Supply Chain Compliance

Suppliers are expected to manage their entire supply chain to proactively fulfil commitments, identify non-compliance and resolve any such issues swiftly and effectively. This means that Suppliers should conduct appropriate due diligence checks concerning third-party relationships, whether new or ongoing, to ensure that they meet equivalent standards and have appropriate protocols in place to manage non-compliance.

² Respecting the Rights of Indigenous Peoples and Local Communities | Accountability Framework (accountability-framework.org)

Suppliers should promote this or similar Supplier Code with its suppliers. Suppliers are expected to assist their vendors in complying with these expectations where needed.

4.2.2 Traceability

The origin of materials in the supply chain should be sufficiently known or controlled by the Supplier and must therefore have a sufficient level of traceability. The Supplier should minimally keep records on direct or first-tier suppliers and should be able to trace volume back to the supplying sites.

As best practice, we expect Suppliers to be capable of disclosing potential sources of primary origin associated with the products or services provided to JB Cocoa.

JB Cocoa reserves the right to ask suppliers for information relating to the supply chain, such as supply chain mapping back to the origin to facilitate an assessment of upstream supply chain compliance and the origin of raw materials produced in the Supplier's facilities. If the Supplier does not have this existing capability, JB Cocoa expects the Supplier to share their future plans with them.

4.2.3 Training and guidelines

Clear and effective internal training and/or guidelines should be in place to communicate expectations, embed a culture of integrity and mitigate key risks, for example, gifts and hospitality, conflicts of interest, child protection, forced labour and environmental management. Sufficient training and guidelines should be readily available to the Supplier's employees, vendors and subcontractors.

4.2.4 Risk Management

Suppliers should have a robust *Due Diligence* system in place, which includes identifying, assessing, and managing environmental, social, and legal risks (including the risk of the Supplier's inability to fulfil commitments). Risk management applies across the Supplier's entire supply base. It should be appropriate to the size, nature and context of the Supplier's operations, and the severity of risks of adverse impact. Suppliers should regularly verify the effectiveness of their risk management system.

Risk assessment methods should be objective, credible, current, and provide necessary environmental and social data for characterising risk. Suppliers are encouraged to use or reference any existing or updated risk profiles for certain risk areas. Where risk profiles are unavailable, Suppliers are encouraged to collaborate with other stakeholders to develop and share risk profiles and/or collect new data to be able to determine risk.

If Supplier's supply base is substantial, Suppliers are encouraged to identify areas where the risk of adverse impact is most significant and based on this risk assessment, prioritise their actions. The significance of the adverse impact is understood as a function of its likelihood and severity.

4.2.5 Access to Remedy and Environmental Restoration

An effective grievance mechanism should be in place to facilitate access to remedy. Where Suppliers have not fulfilled their commitments, or where they have caused or contributed to adverse human impact or environmental impact, they should provide for or cooperate in the remediation of any associated harms.

4.2.6 Reporting Concerns

Suppliers who become aware of a situation that may violate this Supplier Code should report the matter to JB Cocoa as soon as possible. JB Cocoa strongly advocates a culture of speaking up for both Suppliers and their workers without the fear of retaliation against those who report actual or suspected breaches.

Please note that failure to comply with this Supplier Code of which the Supplier is aware, is considered a breach of business conduct and may result in the termination as a JB Cocoa Supplier, with the possibility of legal action.

Reports on breaches can be made via e-mail: responsiblebusiness@jbcocoa.com.

JB Cocoa will treat all reports confidentially to the extent possible, consistent with the law, Company policy and the Company's need to conduct a thorough investigation. All reports will be promptly and thoroughly investigated, consistent with applicable law and, upon legal counsel, may be reported to the appropriate authorities.

If remediation is required, the Supplier would be required to devise and inform JB Cocoa of their corrective action, implementation plans, and timeline to effectively and promptly resolve the breach.

SUPPLIER ACKNOWLEDGEMENT

We undersign and acknowledge:

- receipt of a copy of JB Cocoa's Supplier Code Policy of business conduct.
- to have read and familiarised ourselves with the contents.
- to have understood our responsibility to comply with JB Cocoa's Supplier Code, during the course of our business relationship.
- to have understood our responsibility of all relevant laws and regulations of the country or countries in which our company operates.
- to inform JB Cocoa in case of conflict between provisions of the Supplier Code and any applicable laws or regulations in our countries of operation.
- that we will share with JB Cocoa our future plans showing continual improvement on the mandatory requirements set out in JB Cocoa's Supplier Code.
- to communicate as appropriate to our internal and external stakeholders (e.g. employees, vendors, agents, and subcontractors) the terms of the Supplier Code and ensure that they comply with the provisions therein.
- that upon written request by JB Cocoa, we will provide any reasonable documentation to verify your compliance with the JB Cocoa's Supplier Code.
- that JB Cocoa may assess our compliance to the Supplier Code at any time during the course of our business relationship with JB Cocoa.
- that failure to adhere to the Supplier Code, or failure to adhere to a corrective action plan, will risk termination of our supply agreement with JB Cocoa in accordance with its terms.

Signature:

Name:

Position Title:

Name of Company:

Date:

Note: Please **also include a copy of your company's policy(s) relating to responsible sourcing.** If such a policy is not yet in place, please provide an indication as to when you will have the policy ready.

5 REFERENCES AND FURTHER READING

Suppliers are encouraged to follow the below references to further enhance compliance to related frameworks. The following references do not constitute additional obligations beyond principles laid out in the above JB Cocoa Supplier Code.

5.1 General

- **International Labour Organization (ILO):** <http://www.ilo.org>
- **U.N. Global Compact: The Ten Principles of the Human Global Compact:** <https://www.unglobalcompact.org/what-is-gc/mission/principles>
- **U.N. Universal Declaration of Human Rights:** <https://www.un.org/en/about-us/universal-declaration-of-human-rights>
- **U.N. Guiding Principles on Business and Human Rights:** What can business do to improve the UK's performance on the SDGs?
- **Accountability Framework:** Home | Accountability Framework
- **International Finance Cooperation (IFC) Performance standards:** Performance Standards - IFC
- **Ethical Trade Initiative (ETI) base code:** ETI Base Code | Ethical Trading Initiative
- **Responsible sourcing tool:** Responsible Sourcing Tool
- **Verité:** The knowledge and tools to eliminate forced labor in global ... - Verité

5.2 Child Safeguarding and Protection

- **UNICEF:**
 - Child Safeguarding toolkit for business UNICEF Child Safeguarding Toolkit
- Children's Rights and business principles (UNICEF/Save the Children/U.N. Global Compact) Corporate social responsibility | UNICEF
- **ETI:**
 - Base code clause 4: Child labour shall not be used | Ethical Trading Initiative (ethicaltrade.org)
- The ETI Base Code - ethical trade
- **U.N. Convention on the rights of the Child:** Convention on the Rights of the Child | OHCHR
- **USDOL:** List of Products Produced by Forced or Indentured Child Labor

5.3 Discrimination

- **ILO:** https://www.ilo.org/empent/areas/business-helpdesk/faqs/WCMS_DOC_ENT_HLP_BDE_FAQ_EN/lang-en/index.htm
Home | Ethical Trading Initiative
- **ETI:**
 - Home | Ethical Trading Initiative
 - <https://www.ethicaltrade.org/issues/hiv-work>
- **U.N. Global Compact:**
 - Principle 6 | UN Global Compact
The Labour Principles

5.4 Due Diligence

- **OECD-FAO Guidance on responsible Agricultural Supply Chains** <https://www.oecd.org/daf/inv/investment-policy/rbc-agriculture-supply-chains.htm>
- **OECD Due Diligence Guidance for Responsible Supply Chains:** <https://www.oecd.org/investment/due-diligence-guidance-for-responsible-business-conduct.htm>
- **USDOL Comply Chain:** <https://www.dol.gov/ilab/complychain/>

5.5 Environment

- **U.N. Declaration on the Rights of Indigenous Peoples**
<https://www.un.org/development/desa/indigenouspeoples/declaration-on-the-rights-of-indigenous-peoples.html>
- **Accountability Framework:**
 - Land management and long-term protection | Accountability Framework (accountability-framework.org)

- Protection of forests and other natural ecosystems | Accountability Framework (accountability-framework.org)
- Land acquisition, land use planning, and site development | AccountabilityFramework (accountability-framework.org)
- Access to remedy and environmental restoration | Accountability Framework (accountability-framework.org)
- **IFC:**
 - IFC Performance Standards on Environmental and Social Sustainability - Effective January 1, 2012
 - Performance Standard 3 Resource Efficiency and Pollution Prevention
 - Performance Standard 6 Biodiversity Conservation and Sustainable ... - IFC
- IFC Performance Standard 7 - Indigenous Peoples | Centre for Sport and ...
- **US EPA:** Compliance | US EPA
- **EU:** Environment - European Union
- **EU Eco Management Audit Scheme:** EMAS – Environment - European Commission(europa.eu)

5.6 Ethics

- **U.N. Global Compact : Anti-Corruption | U.N. Global Compact**
- **OECD:**
 - DRAFT OUTLINE: ANTI-CORRUPTION COMPLIANCE
 - <http://www.oecd.org/investment/briberyininternationalbusiness/anti-briberyconvention/44884389.pdf>
- **Transparency International:**
 - Business Principles for Countering Bribery - Transparency International UK
 - Business principles for countering bribery: Small... - Transparency.org
 - Business - Toolkits - Transparency.org

5.7 Forced Labor

- **ILO:**
 - Forced labour, modern slavery and human trafficking (Forced labour, modern slavery and human trafficking)
- Business and Forced Labour - International Labour Organization
- **UN Global Compact:** <https://www.unglobalcompact.org/what-is-gc/mission/principles/principle-4>
- **USDOL:** List of Goods Produced by Child Labor or Forced Labor | U.S. Department of Labor (dol.gov)
- **U.K. Modern Slavery Act:** Modern Slavery Act 2015 - Legislation.gov.uk
- **U.S. Custom Border Patrol - Trade Facilitation and Trade Enforcement Act:**
 - CBP and the Trade Facilitation and Trade Enforcement Act of 2015 (TFTEA) | U.S. Customs and Border Protection
 - Forced Labor | U.S. Customs and Border Protection
- **Verité:**
 - Forced Labor E-Learning Course (Free) - Verité
 - Human Trafficking Risk in Sub-Saharan African Supply Chains - Verité
 - Addressing Forced Labor in Cocoa - Verité

5.8 Freedom of Association

- **ILO:**
 - Business and Freedom of Association - ilo.org
 - Business and collective bargaining - International Labour Organization
- **ETI:** Base code clause 2: Freedom of association - ethical trade
- **UNGC:** Principle 7 | UN Global Compact

5.9 Grievance Mechanisms

- **ILO:** Factsheet No. 5 – Grievance Handling: http://www.ilo.org/wcmsp5/groups/public/---ed_protect/---protrav/--travail/documents/publication/wcms_622209.pdf
- **ETI:** Access to remedy – Operational Grievance Mechanisms: Grievance mechanisms & remedy in global supply chains | Ethical Trading Initiative (ethicaltrade.org)
- **IFC:** IFC+Grievance+Mechanisms.pdf - September 2009 Good Practice...

5.10 Health & Safety

- **ILO:** Occupational Safety and Health (Occupational Safety and Health)
- **IFC:** Environmental, Health, and Safety Guidelines - IFC

- **U.S.:** Home | Occupational Safety and Health Administration
- **E.U.:** European Agency for Safety & Health at Work - Information, statistics, legislation and risk assessment tools. (europa.eu)

5.11 Rights of Indigenous Peoples and Communities

- **U.N. Declaration on the Rights of Indigenous Peoples**
<https://www.un.org/development/desa/indigenouspeoples/declaration-on-the-rights-of-indigenous-peoples.html>
- **Accountability Framework** Respecting the Rights of Indigenous Peoples and Local Communities | Accountability Framework (accountability-framework.org)

5.12 FAO Performance Standard 7 Indigenous Peoples - IFC

5.13 (Living) Wage

- **ISEAL:** <https://www.isealalliance.org/sustainability-news/how-measure-living-wage-10-things-you-should-know>
- **ETI:**
- Home | Ethical Trading Initiative
- Living wages - ethical trade
- **ILO:** <https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/wages/lang-en/index.htm>

5.14 Management Systems:

- **IFC:** <https://www.ifc.org/wps/wcm/connect/4c41260d-1ba8-4d10-a77d-f762d60a1380/ESMS+Handbook+General+v2.1.pdf?MOD=AJPERES&CVID=IIIIFYII>
- **Accountability Framework:** Company systems and processes to drive effective implementation | Accountability Framework (accountability-framework.org)
- **Accountability Framework:**
 - Managing for supply chain compliance | Accountability Framework (accountability-framework.org)
 - Collaboration for landscape and sectoral sustainability | Accountability Framework (accountability-framework.org)
 - Monitoring and verification | Accountability Framework (accountability-framework.org)

5.15 Recruitment

- **Verité, Fair Hiring Toolkit:** <http://helpwanted.verite.org/helpwanted/toolkit>
- **ETI:** About ETI | Ethical Trading Initiative

5.16 Risk Assessment

- **IFC:** Performance Standards - IFC
- **BSR:** https://www.bsr.org/reports/BSR_Human_Rights_Impact_Assessments.pdf
- **Accountability Framework:** Supply chain assessment and traceability | Accountability Framework (accountability-framework.org)

5.17 Working hours

- **ILO:** https://www.ilo.org/empent/areas/business-helpdesk/WCMS_DOC_ENT_HLP_TIM_EN/lang-en/index.htm
- **ETI:** Base Code Guidance - ethical trade
- **U.N. Global Compact - Human Rights Dilemmas forum:** Human Rights and Business Dilemmas Forum - Dilemmas