



## Responsible Sourcing Policy

**Jascots adheres to the following principles of responsible sourcing. Many of our suppliers exceed these requirements, but all are expected to adhere to the following standards as a minimum:**

- Suppliers shall operate their manufacturing, distribution and all related services according to all local and national laws and regulations
- Suppliers shall not use any type of forced labour such as prison, military or again other kind of bonded or forced workforce
- Right to freedom of association and collective bargaining shall be respected, and suppliers comply with all local or national laws concerning such rights . Where such rights are restricted by local or national law, the employer will not prevent the development of alternative methods for independent and free association and bargaining within applicable laws
- Working conditions shall be safe and hygienic – employers shall use knowledge of the industry and assessment of risks and hazards to ensure a safe and hygienic workplace
- Child labour shall not be used - minors below the legal minimum age for employment or the age for completing compulsory education shall not be employed, and in no case shall anyone below the age of 15 years be employed
- Suppliers shall pay in accordance with or higher than minimum wage requirements as defined by local law. Where no minimum wage exists, pay shall be aligned with comparable industry benchmarks
- Working hours shall be maintained to within local standards and national/local laws of each country or region in which the supplier conducts business. Suppliers shall comply with statutory requirements for working hours for employees and shall not require employees to work in excess of the requirements. unless properly remunerated in accordance with applicable laws and requirements. Jascots Wine Merchants Ltd shall not work with suppliers who do not conform to these working hour standards
- Suppliers shall wherever possible have recognised employment relationships as established through national law and practice
- Suppliers shall not discriminate in hiring, remuneration or other benefits, training, advancement, termination or retirement based on race, national origin, caste, religion, age, disability, marital status, sexual orientation, gender, union membership or political affiliation. Jascots Wine Merchants Ltd shall not work with suppliers who discriminate in such ways
- Suppliers shall not abuse, harass, threaten or otherwise intimidate employees. Physical abuse/discipline, sexual, verbal or any other form of harassment or intimidation shall not be tolerated. Jascots Wine Merchants Ltd will not work with any supplier found to be conducting and/or threatening such abuse



- Suppliers shall operate wherever possible in an environmentally sound manner. Operations must be conducted in accordance with national laws, standards, regulations and administrative practices or policies relating to environmental protection of countries in which they conduct business. Additionally, operations will be in accordance with applicable international agreements, principles, objectives, responsibilities and standards
- Suppliers shall install policies and/or procedures to conduct business without payment or receipt of unlawful bribery, incentives or other form of corrupt or unethical rewards
- Suppliers shall install policies and procedures to ensure that they do not unfairly disadvantage local or small suppliers
- Suppliers shall carry out their business operations in such a way that they do not conflict with the policies of Jascots Wine Merchants Ltd – Jascots is committed to fulfilling their responsibilities

#### **Our Responsibilities**

- We aim to contribute to the community and respect the needs of employees, customers, suppliers, regulators and other stakeholders.
- We are committed to equal opportunity and diversity and embrace the need for responsible drinking.
- We will employ only the very best Health and Safety practices and finally promise to work to keep our impact on the environment to a minimum.

All suppliers must ensure their operations adhere to these basic principles

Jascots Wine Merchants shall be provided with reasonable access to relevant information and premises for the purposes of assessing against these principles and shall wherever possible ensure that sub-contractors follow the same principles accordingly

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