



code of
conduct

do goods, feel goods

Dear Supplier,

Our company is continuously developing and growing. We strongly believe that sustainable growth is best achieved together with our partners – including you. Your partnership plays an essential role in our success, and we highly value the collaboration we share.

As our company grows and the number of customers we serve increases, so does our responsibility. This responsibility extends to areas such as certification, quality standards, and corporate social responsibility. In line with this, we have developed a Code of Conduct, which you will find enclosed. We would like to share this Code of Conduct with our key suppliers, as transparency and shared values are fundamental to a strong and sustainable partnership.

We kindly ask you to review, follow, and sign the enclosed Code of Conduct. Your support in this matter is greatly appreciated and confirms our mutual commitment to responsible business practices and high-quality standards.



At the same time, we recognize that our growth would not be possible without you and without your valuable input. We therefore welcome your feedback and ideas, as we believe that collaboration and open communication lead to improved outcomes and higher quality. Thank you for your continued trust and cooperation. We look forward to further strengthening our partnership and growing together.

Kind regards,

Jan Willem Goedegebuure
+ team Goods

TABLE OF CONTENTS

1. Introduction
2. Scope
3. Requirements
4. Principles
5. Our commitment
6. Declaration
7. Glossary

1. INTRODUCTION

Goods by Goedegebuure is committed to doing business while respecting human rights, trading ethically, and protecting the environment. We want to make sure good ethical and environmental practices are followed in our supply chain and in the places where we work.

2. SCOPE

This Code of Conduct (CoC) sets out the basic rules that all our business partners must follow. It is built on important laws from the *International Labour Organisation (ILO)* and follows the *UN Guiding Principles on Business and Human Rights (UNGPs)* and the *Organisation for Economic Co-operation and Development (OECD)*. This CoC applies to all Goods suppliers, subcontractors and products. We expect our suppliers to share this policy with their own suppliers and make sure they agree to it.

3. REQUIREMENTS

BSCI (Business Social Compliance Initiative) Membership

As members of amfori BSCI, we follow its principles. We encourage our suppliers and *producers* to become amfori BSCI members, to show they are committed to these principles too.

Valid Social Audit

All *producers* and *subcontractors* should have an up-to-date social audit that meets our Code of Conduct. *Subcontractors* must get approval from Goods before starting production.

Value Chain Transparency

To help us check social and environmental standards, Goods needs clear information about every part of the supply chain and all products. When asked, suppliers must give Goods details about everyone involved in making and supplying goods, including their names, addresses, social audit results, and any required certificates.

Restricted Sourcing

Suppliers must not, either directly or indirectly, get materials or products from people, companies, or countries that are banned by export trade rules from the European Union, United Nations, or United States.

Continuous Improvement

We understand that following and respecting our CoC may take time. Still, we expect our suppliers to keep trying to improve how they work. We want to work together with our suppliers so everyone benefits.

Our suppliers must show they are trying to meet our CoC. This means putting in place good management systems, having a person in charge of making sure the rules are followed, and keeping records to show progress. If needed, we will help our suppliers to track and improve their ethical sourcing and to follow this policy throughout their supply chain, with the aim of fully meeting our standards.

If checks or audits find problems, suppliers must help to fix them by agreeing to and carrying out action plans to make things better and provide solutions. We will support our suppliers to make the needed changes if necessary. We ask all agents and suppliers to be honest about their performance and any problems, so we can work together to make real improvements.

Goods believes in always getting better and will only end business with an agent or supplier if there is no other choice. As Goods continues to develop its Ethical Sourcing process, we will review and update this policy regularly.

4. PRINCIPLES

For all the principles listed below, suppliers must follow all relevant national and international laws, industry rules, and any binding agreements. If there is a difference between international standards, Goods policies, and national or international laws, suppliers must always follow the rule that gives the best protection to workers and the environment.

Child Labour (Relevant ILO Conventions: 138 and 182)

Using *child labour* is strictly not allowed. The main rule is that no one under 15 years old (or 13 for easy work) should be employed, and no one under 18 should do dangerous work. In some countries with less-developed education or economies, the minimum working age can be 14 (or 12 for easy work). Suppliers must have a clear process to check the age of workers when hiring, making sure it is respectful and not embarrassing for the worker. If *child labour* is found, it is treated as a very serious problem.

Young Workers (Relevant ILO Conventions: 138 and 182)

Suppliers must make sure that *young workers* do not work at night or in dangerous conditions. If suppliers hire *young workers*, they must follow all laws and make sure *young workers* do not do any work that could harm their health, safety, or morals. *Young workers* must not do any dangerous work, as explained in national laws and in Article 3 of the ILO's 1999 Worst Forms of *Child Labour* Recommendation.

Forced Labour (Relevant ILO Conventions: 29 and 105)

Suppliers must never use or benefit from *forced labour*. This means no one should be made to work against their will or be threatened with any kind of punishment. Suppliers must not use physical punishment, threats, violence, or control people by taking their documents (like passports or work permits), or by keeping them locked up. Prison labour is only allowed in EU countries, and only if the work is done by choice and follows national laws. Using *forced labour*, human trafficking, slave labour, prison labour in countries outside the EU, or keeping workers' documents is a very serious problem.

Freedom of Association and Collective Bargaining (ILO Conventions: 87, 98, 135 and 154)

Suppliers must let workers join or create trade unions and talk together about work issues in a fair and open way. If trade unions are not allowed by law, or there are limits to union activity, suppliers must still let workers choose their own leaders to speak for them. Suppliers should be open and supportive of union activities and the work of workers' chosen representatives.

Health & Safety (Relevant ILO Convention: 155)

Suppliers must make sure that workers have a *safe and healthy place to work*. This means providing clean toilets, safe drinking water, places to store food, good lighting, fresh air, and comfortable temperatures. If workers live in dormitories, these must also be safe, clean, and have enough personal space, showers, and bathrooms. Dormitories must be separate from work areas, and workers must be able to leave whenever they want.

All *personal protective equipment (PPE)*, such as gloves or helmets, must be given to workers free of charge, and workers must be taught how to stay safe. Suppliers must check their buildings for safety and the environment, and show any documents or permits about building safety, electricity, or fire safety if asked. Problems like unsafe electrical wiring, broken fire extinguishers, dangerous chemicals, or blocked emergency exits are very serious.

Suppliers must have strong *health and safety management systems*. They must be ready for emergencies, including warning workers, evacuation plans, clear exits, emergency training and drills, first-aid supplies, and fire safety equipment. Workers must be trained regularly on what to do in emergencies and how to get medical help. Suppliers must keep records of this training. A senior manager must be chosen to look after health and safety.

Fair Wages (Based on ILO Conventions: 95 and 131)

Suppliers must pay workers *wages and benefits* that follow the law, industry standards, or any agreements with unions. This includes pay for *overtime*. *Wages* must be enough for workers to cover their basic needs and have some money left over. Before starting work, all workers must get clear, written information about their pay and conditions, and they must receive wage slips. *Wages* must be paid on time, regularly, and in full, using legal currency. Suppliers cannot take money away from *wages* to punish workers.

Working Hours (Based on ILO Conventions: 1 and 14)

Suppliers must respect workers' rights when it comes to *working hours, overtime, maternity leave, holidays, breaks, rest time, and paternity leave*. All this information must be given to workers in writing, in clear and simple language, before they start work. *Overtime* should only happen occasionally, must be voluntary, and must be paid at least 25% more than the normal wage. *Overtime* should not make work much more dangerous. Every worker must have at least one day off every 7 day period and get fair annual leave, as required by the law. These rules must be clearly written in a policy.

No Discrimination (Based on ILO Conventions: 100 and 111)

Suppliers must not treat workers unfairly when hiring, paying, training, promoting, ending jobs or retiring, because of their race, caste, family background, country, religion, age, disability, gender, marital status, family duties, sexual orientation, social class, illness, union membership, political views, or any other reason that could lead to unfair treatment.

Privacy

Suppliers must respect workers' privacy. They must only collect and use workers' personal information if it follows all privacy and information security laws.

Employment Practices (Based on ILO Convention: 181)

Suppliers must only hire workers who are legally allowed to work in their factories. They must check and keep proof that workers are allowed to work. Workers should have a proper job contract, according to national laws and rules. Suppliers must not try to avoid their responsibilities under labour or social security laws by using workers just through agencies, subcontracting, *home-working*, too many short-term contracts, or fake apprenticeship schemes where workers do not really get training or a real job.

No harsh or inhumane treatment

Suppliers must treat all workers with respect, honesty and fairness. It is not allowed to use physical, sexual or verbal abuse, threats, bullying or harassment. Any rules for disciplining workers must follow local laws, be written down, and explained to workers in clear, simple language. All disciplinary actions must be kept on record. We also recommend that suppliers have a *whistle-blowing policy and process*, for workers to report problems or concerns safely and confidentially.

Ethical Business Behaviour

Suppliers must never, either directly or indirectly, take part in *corruption, stealing, or bribery* of any kind. This includes promising, offering, giving, or accepting money or other rewards that are not proper. It is a serious problem if suppliers lie or falsify social compliance audits and *corrective and improvement action plans*. Suppliers must always follow applicable anti-bribery laws and rules. They must keep clear and correct records about their activities, structure and performance and willing to share this information as required by the law and common industry standards.

Protection of the Environment

Suppliers must follow all environmental laws and have the correct permits and registrations. They need to keep records of their *environmental performance* up to date and follow all reporting rules. Suppliers should always work to improve how they protect the environment and be ready to show proof if asked.

Suppliers must check for environmental risks at their workplace and create clear policies to deal with them. They should do everything they can to reduce risks and use resources like energy and water carefully. Suppliers should also take steps to prevent pollution and reduce harm to the community, nature, wildlife, and the environment. This includes handling waste, wastewater, and air pollution responsibly.

Suppliers must follow all laws about *dangerous materials* and chemicals. They must make sure these are handled, moved, stored, recycled, reused, and disposed of safely.

If you have any questions, comments about this Code of Conduct, or want to report a problem, please contact us.

Goods by Goedegebuure B.V.

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Role: Head of operations

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5. OUR COMMITMENT

We, Goods, promise to help our suppliers follow the rules about workers' rights. We will do this by:

- Always working to improve our rules and actions so suppliers can meet the required standards in this CoC.
- Treating suppliers politely and fairly in everything we do and say.
- Making sure our communication about orders is clear, quick and correct.
- Setting order deadlines that do not force workers to work too long or lead to extra sub-contracting.
- We will try and avoid changing orders at the last minute. If changes must happen, we will consider changing the delivery times too, if accepted by our customers.
- Giving suppliers the support and help they need to follow this CoC.

6. DECLARATION

By signing below, you confirm that:

1. You have read the Goods CoC and agree to follow its rules.
2. You accept that Goods staff or outside experts can visit the place where Goods products are made at any time.

These are the basic rules everyone must follow.

This agreement is based on several international standards, including:

- OECD Guidelines for Multinational Enterprises
- UN Guiding Principles on Business and Human Rights
- International Labour Organisation (ILO) Declaration on Fundamental Principles and Rights at Work
- The 8 basic worker rights: Right to join unions and bargain as a group (ILO C 87, ILO C 98), No *forced labour* (ILO C 29 and ILO C 105), No *child labour* (ILO C 138 and ILO C 182), No *discrimination* (ILO C 110 and ILO C 111)

Please send this signed document to:

- Attn:
- Role:
- Email:

Version: January 2026

Date:

Your name:

Position:

Company:

Company stamp:

7. GLOSSARY

Amfori BSCI (Business Social Compliance Initiative) started in 2003 in Europe. Its purpose is to help different industries make sure companies follow social rules in their supply chains around the world. Most members are European shops and retailers. When a company joins amfori BSCI, it promises to follow a set of rules called the Code of Conduct. These rules explain the standards that companies should use with their business partners all along their supply chains.

Benefits are extra things that employees get from their employer, apart from their usual pay. These can be required by law or given by choice. Common examples are health insurance, pension plans, paid *holidays*, flexible work hours, help with childcare, or a gym membership.

Breaks are short periods during work when an employee is allowed to stop working. These breaks can be used for resting, eating, or other personal needs. Depending on the company and the country, breaks might be paid or not paid. In some places and jobs, breaks are required by law.

Bribery means giving or receiving money or something else that is valuable so that someone does their job dishonestly or unfairly, instead of acting honestly or as they should.

Child labour means work that takes away a child's childhood, chances, and respect, and can harm their body or mind. It is work that is dangerous or bad for children and stops them from going to school, makes them leave school early, or forces them to try to study and work too much at the same time.

Corrective and improvement action plans are steps taken to fix a problem or issue. These plans can be simple actions to solve a specific problem or more detailed plans with clear steps that can be measured. A corrective action plan should usually explain what actions will be taken, when they will be done, and how progress will be reported.

Corruption means people in power acting dishonestly, usually by accepting or giving bribes. It is when someone uses their position for personal benefit. A corrupt act involves offering, giving, receiving, or asking for something valuable to unfairly influence what someone else does.

Dangerous materials is anything—such as a chemical, biological, radiological, or physical substance—that could harm people, animals, or the environment, either on its own or when it reacts with other things.

Discrimination means treating someone unfairly or differently because of things like their race, age, disability, religion, or sex.

Environmental performance means how an organisation affects the environment. This includes:

- The effect of using resources
- The impact of how the organisation operates
- The environmental effects of its products and services

There are two main definitions from the International Standards Organisation:

- How well the organisation controls its impact on the environment, based on its policies and goals (ISO 14001)
- The results of managing its effect on the environment (ISO 14031)

Environmental performance usually looks at things like water use, waste, and greenhouse gas emissions.

Forced labour means any work or service that a person is made to do against their will, often with threats of punishment. It is linked to modern slavery, debt slavery, and human trafficking. Although these terms are not exactly the same by law, most cases of slavery or human trafficking are included in the ILO's meaning of forced labour.

Freedom of association means that workers and employers can set up or join any organisation they want, such as a union, without needing permission and without interference from the authorities.

Collective bargaining means discussions between employers (or their organisations) and groups of workers (or their organisations) to agree on things like pay, *working hours*, and other work conditions, or to manage the relationship between employers and workers.

Hazardous material is anything—such as a chemical, biological, radiological, or physical substance—that could harm people, animals, or the environment, either on its own or when it reacts with other things.

Health & Safety management systems are organised ways for employers to keep people safe and healthy at work. These systems help reduce the chance of people getting hurt or ill. They usually include a policy (a statement about health and safety), plans for putting the policy into action, checking how things are going (like audits), and making things better over time.

Holidays are days when most people do not go to work or school or work less because it is decided by tradition or law.

Home-working arrangements are when someone works from home or another place they choose, and gets paid for doing a job or making something for their employer. People can work from home in different ways, including:

- Homeworkers on contract – Sometimes called 'dependent workers' or 'industrial outworkers', these people do paid work for companies or middlemen, often getting paid for each item they make.
- Self-employed home-based workers – Also called 'own-account' workers, these people run their own business from home, making things or providing services and selling them, for example, at a local market.
- Direct employees working from home – These people have a job contract with a company but do their work from home.

The International Labour Organisation (ILO) is a global organisation that sets standards for workers' rights. Its main decision-making group has chosen eight key agreements, called Conventions, that are important for everyone at work, no matter how developed their country is. These basic rights must be followed by every ILO member country.

The 8 fundamental Conventions are:

- Freedom to join groups or unions and protection for doing so (Convention No. 87, 1948)
- The right to organise and take part in group talks about work conditions (Convention No. 98, 1949)
- Bans on *forced labour* (Convention No. 29, 1930)
- Bans on all forced work (Convention No. 105, 1957)

- Setting a minimum age for work (Convention No. 138, 1973)
- Banning the worst types of *child labour* (Convention No. 182, 1999)
- Equal pay for men and women (Convention No. 100, 1951)
- No *discrimination* at work (Convention No. 111, 1958)

Maternity leave is time off work given to women before and after having a baby. In many places, this is required by law, but in some countries, it depends on the employer. The length of maternity leave is different for each company and country, and it can be paid or unpaid.

The OECD Guidelines for Multinational Enterprises are advice from governments to businesses on how to act responsibly. Their main aim is to help achieve progress in the economy, environment, and society. The Guidelines give suggestions and rules for good business behaviour around the world, which match local laws and well-known international standards. Following these Guidelines is voluntary.

Overtime work means working more hours than the usual workday, which is usually eight hours a day and five days a week. The exact number of hours is set by company rules, job contracts, laws, or union agreements.

Paternity leave is time off work given to fathers when their child is born. The length of this leave depends on the country and company, and it can be paid or unpaid. In some countries, fathers have a legal right to take paternity leave.

Personal Protective Equipment (PPE) is anything a worker wears or uses to keep them safe from danger or harm at work. Examples of PPE are safety boots, helmets, bright vests, goggles, life jackets, masks, safety belts, and clothes that protect against bad weather.

Producer is a person or company that supplies raw materials or makes partly finished or finished products.

Rest periods are times when workers stop working to help their bodies and minds recover. According to the International Labour Organization (ILO), there are different types of rest periods:

- **Workday breaks:** Short *breaks* during the workday to rest, eat, or take care of personal needs.
- **Daily rest:** Time off after finishing the workday, which is the break between the end of one shift and the start of the next within 24 hours.
- **Weekly rest:** At least one full day (24 hours in a row) off work every week.
- **Annual leave:** Time off each year, like a *holiday*, which can be several days or weeks together. This time off might be paid.

Safe and healthy place to work is a place where workers are not put in danger physically, mentally, or emotionally, and where there are proper facilities to look after their well-being.

Subcontractor is a producer who, with Goods's permission, takes on some or all of the final steps of making, putting together, processing, or finishing the final product from the PO factory.

UN Guiding Principles on Business and Human Rights (UNGPs) were published in 2011. They set out rules for stopping and dealing with human rights problems linked to business activities. These rules are seen as the main guide for how businesses should respect human rights.

The UNGPs have three main parts that explain what governments and businesses should do:

1. Governments must protect people's human rights.
2. Businesses must respect people's human rights.
3. Victims must have ways to get help if their rights are harmed.

Wages are the money paid to an employee for work they have done or will do. This includes pay for hours worked, extra payments, tips, and service charges, no matter how it is described or calculated. Wages are usually paid for each hour worked. Other ways people can be paid include getting a salary or earning commissions.

Whistle-blowing policy and process explains what an organisation does to help people who report bad behaviour or illegal actions at work. It promises to keep whistle-blowers safe and not share their names. The policy also gives simple steps for workers to follow if they want to report a problem, including who they should talk to. Whistle-blowing means telling someone about serious wrongdoing at work, but only if it helps the public.

Working hours refers to the time someone spends doing paid work. In many countries, there are laws about working hours, such as rules for minimum rest *breaks*, paid *holidays*, and the highest number of hours you can work each week.

Young worker is a teenager who is old enough to work but is younger than 18 years old.

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