

# FRANK Food Products Code of Conduct

FRANK Food Products likes doing business the right way with integrity, responsibility and high social, ethical and environmental standards. This includes a sustainable way of working and doing business. We want to offer attractive and competitive products and services without compromising on quality, food safety, product requirements, human rights and working conditions.

This Code of Conduct (CoC) strengthens the continued implementation of our commitment to international standards such as ILO, BSCI, SMETA, RTRS and ProTerra.

This CoC serves as a guideline for us and our partners, employees, customers and suppliers. All will respect, are aware of and are acting in according to the principles of these international standards.

The principles cover criteria such as;

## **1. Environment**

FRANK Food Products makes every effort to act responsibly with regard to the environment.

We strive to minimize the harmful effects of its business processes on the environment by keeping a close eye on these processes and constantly looking for ways to further improve and develop them. For example, we stimulate local cultivation and source from regions where the world's precious rainforests are not being threatened. We use (raw) materials that have been sourced in a responsible manner and according to Good Agricultural Practice.

These choices are partly determined by socio-economic factors.

In order to further reduce our ecological footprint, we constantly search for the perfect balance between people, planet and profit.

## **2. Health and safety**

FRANK Food Products strives to create a healthy and safe work environment for all of its employees, customers, visitors and suppliers. It is every employee's responsibility to comply with the business's policy and procedures relating to health and safety.

## **3. Respect and equal treatment**

All employees shall be treated with respect and dignity, based on their individual ability and qualifications. Any form of discrimination on the ground of race, gender, age, religion, national origin, disability, political affiliation, sexual orientation, family responsibilities, etc. must not be tolerated. Employees shall not be the subject to any physical, sexual, psychological or verbal harassment or inhuman treatment.

## **4. International relations**

FRANK Food Products is acutely aware of the need to act in accordance with the reasonably assumed interests of the countries in which the business is active.

We comply with all legislations and respects social and cultural practices in these countries.

Also we strive to provide exemplary behavior in all countries in which we operate.

Should any requirements stipulated in this Code conflicts with national legislation, the law shall take precedence.

**5. Child labour**

FRANK Food Products condemns all forms of child labour and therefore avoids it in every form. In the unlikely event that child labour is detected in any business layer or labour relations, then we will actively exert our influence to eradicate this child labour and to encourage education. If this influence does not have the desired results, we will end our relationship with the parties involved.

**6. Customers, employees, suppliers and competitors**

FRANK Food Products strives to compete strongly and with integrity. All customers and suppliers deserve to be treated with honesty and objectivity. Employees must never conduct dishonest or misleading activities and they must never make unfounded or unnecessary statements about any competitor's products. We also make clear to all suppliers what is expected of them and that they must uphold the principles of our code of conduct and comply with all legislation relating to agreements with competitors. Our policy regarding conflicts of interest states that you must not compete with the activities of FRANK Food Products. It also ensures that all activities conducted on behalf of our company is never influenced, or even seem to be influenced, by the interests of individuals or families. Also when a supplier audit is performed, this CoC is part of the audit plan.

**7. Use of company property**

The technical resources belonging to FRANK Food Products, including computers and access to voicemail, e-mail and the internet, must be used for appropriate business purposes. Other assets such as stores, products, merchandise or any other items that can reasonably be assumed to be classed as company property must be handled as careful as possible.

**8. Compliance with the Code of Conduct**

FRANK Food Products expects all of its employees, contractors and subcontractors to immediately report (anonymously and/or confidentially) any behavior or situations that are, in their opinion, contrary to this Code of Conduct or in violation of local, provincial or national legislation. Such reports can be made to your immediate superior or directly to FRANK Food Products. All of their employees are responsible for ensuring that the rules of conduct are complied with. Employees must request explanation if any situations are unclear to them and they are obliged to report any known or alleged violations of this Code of Conduct to their manager or a confidential adviser.