The Church Hill Classics Workplace Code of Conduct

Employment Relationship
Church Hill Classics respects all workers and safeguards their rights under national and international labor and social security laws and regulations.

Forced Labor
There shall not be any use of forced labor, whether in the form of prison labor, indentured labor, bonded labor or other forms of forced labor.

Child Labor
No person shall be employed at under the age of 15 or under the age for completion of compulsory education, whichever is higher.

Harassment or Abuse
The company prohibits personal harassment of any kind. This includes, but is not limited to harassment based on race, national origin, sexual orientation and gender. No employee shall be subject to any physical, sexual, psychological or verbal harassment or abuse.

Nondiscrimination
It is the policy of Church Hill Classics that no person shall be subject to discrimination in employment, including hiring, salary, benefits, advancement, discipline, termination or retirement, on the basis of gender, race, religion, age, disability, sexual orientation, nationality, political opinion, or social or ethnic origin.

Health and Safety
Church Hill Classics shall endeavor to provide a safe and healthy working environment to prevent accidents and injury arising out of, linked with, or occurring in the course of work or as a result of the operation of employer facilities. Church Hill Classics has adopted responsible measures to mitigate negative impacts that the workplace has on the environment.

Freedom of Association and Collective Bargaining
Church Hill Classics recognizes and respects the right of employees to freedom of association and collective bargaining.

Wages and Benefits
Church Hill Classics recognizes that every worker has a right to compensation for a regular work week that is sufficient to meet the worker’s basic needs, and provide some discretionary income. Church Hill Classics shall pay at least the minimum wage or the appropriate prevailing wage, whichever is higher, comply with all legal requirements on wages and provide any fringe benefits required by law or contract. Where compensation does not meet workers’ basic needs and provide some discretionary income, Church Hill Classics shall take appropriate actions that seek to progressively realize a level of compensation that does.

**Hours of Work**
Church Hill Classics does not require workers to work more than the regular and overtime hours allowed by the law. The regular work week does not exceed 40 hours. All overtime work is consensual. The company does not request overtime on a regular basis and compensates all overtime work at a premium rate. Workers will receive 24 consecutive hours of rest every seven day period. Other than in exceptional circumstances, the sum of regular and overtime hours in a week shall not exceed 60 hours.

**Requirement to Disclose**
Church Hill Classics must be notified in writing in the event that an approved factory or supplier is (or becomes) the subject of a pending government enforcement action or lawsuit from workers or worker organizations that represent violations of the terms of this Code of Conduct. When differences or conflicts in standards arise, the highest standard shall apply.

**Compliance and Monitoring**
To assure compliance with the Code of Conduct, Church Hill Classics and its factory suppliers shall be subject to monitoring visits, which may be announced or unannounced, and may be conducted by Church Hill Classics employees or independent agents. Reports from such visits will be reviewed with all parties involved, any issues identified will be documented and discussed, and a plan of action and timetable identified to address any areas of non-compliance or concern.

**Violations and Remediation**
In the event that Code of Conduct violations or matters of concern are identified, a plan of action and timetable will be identified and mutually agreed upon by the involved parties. Follow-up will be conducted and documented to assure that identified issues are resolved satisfactorily and on a timely basis. In the event of
non-compliance with Code of Conduct terms, failure to act on remediation plans, or failure to cooperate with our efforts to enforce our Code of Conduct, the involved factory/supplier will be subject to removal from Church Hill Classics’ approved vendor listing.