

# Supplier/Service Provider Code of Conduct

**Scope:** The Social Responsibility & Sustainability Commitment represents Ron Rubin Winery's commitment to process, sell, and source goods and services from those suppliers that achieve the following recognized standards and practices regarding worker relations and working environments. This commitment also outlines our commitment to environmental sustainability, which extends to our staff, business partners, vendors, service providers, and our operation.

**Ron Rubin Winery's Commitment:** Ron Rubin Winery is committed to positive change, taking responsibility for the impact we make on the environment and on human lives. We seek business partners and suppliers that consider the broader impact of their activities on human rights and the environment in which they operate. Our staff members are held to high standards of personal practices and environmental stewardship. They are made aware of environmental and labor laws, care and the preservation of various natural resources.

Ron Rubin Winery is committed to the following: (a) the fair treatment of its staff members; (b) the safety, quality, and integrity of its products and processes; (c) the care of our community and the environment; (d) and transparency and high standards of ethical and legal conduct for itself.

**Supplier Expectation:** Ron Rubin Winery expects its suppliers and service providers to conduct business responsibly, with integrity, honesty, and transparency, and to adhere to the following principles:

## **1) Compliance With Applicable Laws**

Ron Rubin Winery expects its suppliers to maintain awareness and comply with all applicable laws and regulations relevant to their municipalities and countries of operation.

## **2) Legal Business Practices**

Ron Rubin Winery expects its suppliers to compete fairly for Ron Rubin Winery's business, without paying bribes, kickbacks or giving anything of value to secure an improper advantage. Ron Rubin Winery is committed to conducting business legally and ethically within the framework of a free enterprise system. Corrupt arrangements with customers, suppliers, government officials, or other third parties are strictly prohibited. "Corruption" generally refers to obtaining, or attempting to obtain, a personal benefit or business advantage through improper or illegal means.

## **3) Diversity and Inclusion**

Ron Rubin Winery expects its suppliers to encourage a diverse workforce and provide a workplace free from discrimination, harassment or any other form of abuse. Our suppliers must create a work environment in which employees and business partners feel valued and respected for their contributions. Harassment, including unwelcome verbal, visual, physical, or other conduct of any kind that creates an intimidating, offensive or hostile work environment are not tolerated. Employment decisions must be based on qualifications, skills, performance, and experience.

## **4) Employee Fair Wages and Benefits**

Ron Rubin Winery expects its suppliers to practice fair employee treatment with respect to wages, working hours and benefits. Our suppliers must comply with all applicable legal and regulatory requirements and must apply sound employee relations practices. Working hours, wages, benefits must be consistent with laws and industry standards, including those pertaining to minimum wages, overtime, other elements of compensation, and legally mandated

benefits.

### **5) Prohibition of Forced Labor**

Ron Rubin Winery expects its suppliers to maintain and promote fundamental human rights. Employment decisions must be based on free choice and there may be no coerced or prison labor, and no use of physical punishment or threats of violence or other forms of physical, sexual, psychological or verbal abuse as a method of discipline or control.

### **6) Prohibition of Child Labor**

Ron Rubin Winery expects its suppliers to adhere to minimum employment age limit defined by national regulation and comply with relevant International Labor Organization (ILO) standards. In no instance shall a supplier permit children to perform work that exposes them to undue physical risks that can harm physical, mental, or emotional development or improperly interfere with their schooling needs.

### **7) Employees Freedom of Speech**

Ron Rubin Winery expects its suppliers to respect their employees' right to freedom of association and collective bargaining, consistent with local laws. Consistent with applicable law, Ron Rubin Winery's suppliers must respect their employees' rights to join or refrain from joining associations and worker organizations.

### **8) Safe and Healthy Working Conditions**

Ron Rubin Winery expects its suppliers to proactively manage health and safety risks to provide an incident-free environment where occupational injuries and illnesses are prevented. Suppliers must have

a method in place to identify and control workplace hazards associated with their industry and processes. Also, suppliers must provide potable drinking water and adequate restrooms; fire exits and essential fire safety equipment; emergency aid kits and access to emergency response including environmental, fire and medical.

#### **9) Environmental Stewardship**

Ron Rubin Winery expects its suppliers to carry out operations with care for the environment and comply with all applicable environmental laws and regulations. The potential environmental impacts of daily business decision-making processes should be considered along with opportunities for conservation of natural resources, recycling, material sourcing reduction, pollution control to ensure cleaner air and water, and reduction of landfill waste.

#### **10) Financial practices**

Ron Rubin Winery expects its suppliers to maintain accurate financial books and business records in accordance with all applicable legal and regulatory requirements and accepted accounting practices.

#### **11) Conflict of Interests and Gifts**

Ron Rubin Winery's suppliers are prohibited from providing or offering gifts to Ron Rubin Winery employees that could inappropriately influence Ron Rubin Winery's business decisions or gain an unfair advantage.

#### **12) Supplier Confirmation**

*Your signature below indicates that you understand and align with our commitment toward sustainable practices, social and environmental compliance.*

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

State: \_\_\_\_\_

City: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Country: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_