

SUPPLIER CODE OF CONDUCT



# Lekolar Supplier Code of Conduct

2019

### INTRODUCTION

Lekolar creates learning environments in schools and pre-schools by supplying educational products, furniture and equipment, consumables and arts & crafts materials.

We support and are committed to the fundamental principles of human rights, labour standards, the environment and anti-corruption. We cooperate closely with our suppliers and business partners, with the aim to build sustainable relationships.

This Code of Conduct applies to our entire supply base including suppliers, manufacturers, distributors and agents, referred to as "suppliers". The Lekolar Code of Conduct is part of our contract with suppliers. Lekolar continuously seeks to improve its policies and practices in order to assist suppliers in complying with this Code of Conduct.

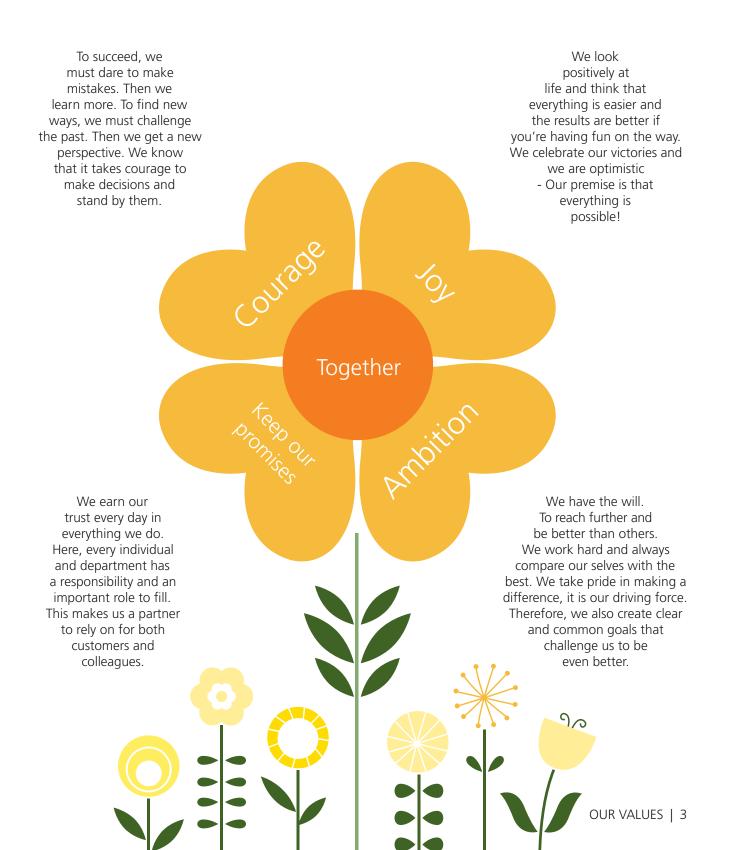
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### Our Values

We are convinced that it will be better together. Therefore, we stand for an open climate for close cooperation across borders and between departments, and also with our customers. It is within the team that we get out the most of each individual's unique skills meaning 1 + 1 = 3



# 1. GENERAL REQUIREMENTS

### 1.1 Laws and regulations

- 1.1.1 Suppliers are to be aware and comply with all applicable laws and regulations on international, regional and national levels. This includes international conventions concerning human rights and labour rights, protection of the environment, as well as anti-corruption and competition law.
- 1.1.2 Additionally, suppliers are to be aware and comply with all the requirements set forth in this Code of Conduct.
- 1.1.3 It is the supplier's responsibility to enforce and verify legal compliance and compliance with this Code of Conduct.
- 1.1.4 It is the supplier's responsibility to ensure that all sub-suppliers in turn also comply with this Code of Conduct.
- 1.1.5 Suppliers must obtain Lekolar's consent prior to outsourcing production or parts of production to a sub-supplier/contractor, if this has not been agreed in advance.

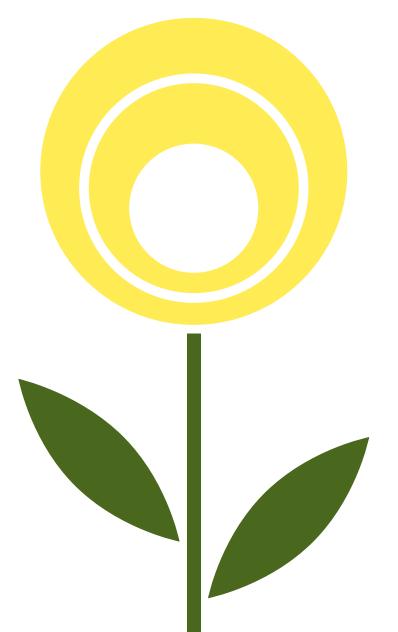
- 1.1.6 Suppliers must be able to give an account of where goods ordered by Lekolar are produced.
- 1.1.7 Suppliers shall inform Lekolar in case of a disparity between laws and regulations and this Code of Conduct. Where the provisions of law and this Code of Conduct address the same subject, the highest standard shall apply.

### 1.2 Communication and documentation

- 1.2.1 Suppliers are to communicate the provisions of this Code of Conduct to their sub-suppliers and to monitor implementation.
- 1.2.2 Suppliers must be able to document compliance with this Code of Conduct at Lekolar's request. Such documentation may take the form of self-declaration, follow-up meetings, and/or inspections of the working conditions at production sites. Suppliers are obliged to cooperate and provide contact information for any sub-supplier that Lekolar wishes to inspect. Supplier information will be handled confidentially.
- 1.2.3 If the supplier has a certification for a management system such as ISO 9001, ISO 14001, EMAS or for Social Working Conditions, e.g. amfori BSCI, ICTI or similar, documentation supporting such a certification shall be provided to Lekolar. Also, if a process to obtain such a certification has been started this shall be communicated to Lekolar. The loss of a certification shall be communicated to Lekolar immediately.

### 1.3 Corrective action or termination

1.3.1 In the event of a breach of the Code of Conduct, Lekolar and the supplier will jointly prepare a plan for remedying the breach. Remediation must take place within a reasonable period of time. If the supplier remains unwilling to remedy the breach following repeated enquiries the business relation with the supplier will be terminated.



## 2. HEALTH AND SAFETY

#### ILO Convention No. 155 and ILO Recommendation No. 164

### 2.1 Overall

### Suppliers shall:

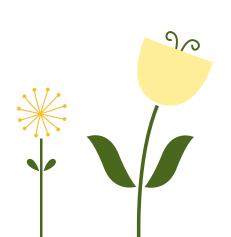
- 2.1.1 Ensure that workers, including temporary and contracted workers, perform their duties with respect to safety norms.
- 2.1.2 Have a system for identifying and assessing health hazards and work to eliminate the root causes of accidents in the workplace.
- 2.1.3 Ensure that health and safety issues are duly handled at the management level.

### 2.2 Training

- 2.2.1 All workers shall have health and safety training on a regular basis, to be conducted in a language they understand. The training shall be documented.
- 2.2.2 All new workers shall have health and safety training immediately upon starting work.

### 2.3 Emergency preparedness

- 2.3.1 All workplaces shall have sufficient first-aid kits and persons trained in basic first-aid. There shall be routines for handling serious injuries requiring outside medical attention.
- 2.3.2 All workplaces shall have a sufficient number of exits for an emergency, and these shall remain unlocked and free from obstruction in case of a fire or other emergency situation.
- 2.3.3 Fire extinguishers and fire hoses shall be maintained and in proper working order. They shall be easily visible and accessible to all workers.



### 2.4 Workplace conditions

- 2.4.1 Machines shall have satisfactory and functional safety devices which shall be maintained on a regular basis.
- 2.4.2 When hazards cannot be otherwise prevented or controlled, workers shall be equipped with adequate personal safety gear at no personal cost.
- 2.4.3 The lighting must be sufficient so as to ensure a safe working environment.
- 2.4.4 All workplaces shall have proper ventilation, windows, fans, air conditioning, and/or heating in all workplaces, so that circulation, ventilation and temperature requirements are met.
- 2.4.5 Noise level shall be acceptable.
- 2.4.6 Hazardous materials shall be stored in secure and ventilated locations, as well as transported and disposed of in a safe and legal manner.

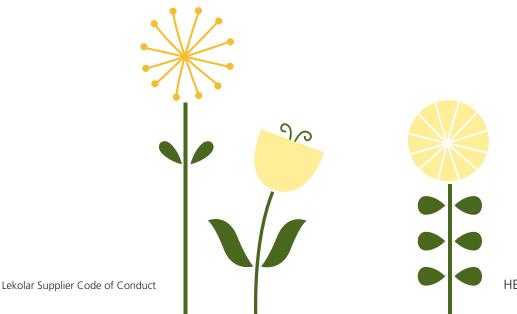
### 2.5 Water, sanitation and hygiene

- 2.5.1 The workplace shall have clean and sanitary toilet facilities for the workers in a sufficient number in relation to the number of workers. Workers shall be allowed reasonable time to use the toilet facilities.
- 2.5.2 Potable water shall be made available for workers, and reasonable time shall be allocated for them to drink.
- 2.5.3 A clean area to eat meals shall be accessible to all workers. If food is provided, the canteen, in which food is stored and prepared, must be located separately from any production area and also be clean and in a good condition.

### 2.6 Residential facilities

- 2.6.1 Dormitories shall be single sex.
- 2.6.2 The space for each worker must be in compliance with local laws.
- 2.6.3 Everyone shall have their own, individual, ground pads or beds.
- 2.6.4 All workers are to have their own lockable storage spaces for clothes and personal belongings.
- 2.6.5 There shall be proper ventilation, windows, fans and/ or air conditioning/heating apparatus in all dormitories so as to ensure proper circulation, ventilation and temperature.
- 2.6.6 There shall be a sufficient number of exists, and these shall remain unlocked and free from obstruction in case of a fire or other emergency situation.
- 2.6.7 Fire extinguishers shall be in proper working condition (maintained). They shall be easily visible and accessible for all workers.
- 2.6.8 The dormitories shall have adequate lightning.

- 2.6.9 There must be a sufficient number of toilets and showers (single sex). These must be maintained, easily accessible, safe, hygienic and located separately from the dormitories.
- 2.6.10 Washing facilities shall be available for workers who live on the premises.
- 2.6.11 The canteen and the food which is prepared and stored must be kept clean and in good condition.
- 2.6.12 Those living on the premises must be able to come and go as they please in their own time, within reasonable limits due to security and comfort.
- 2.6.13 If the workers must pay for their housing, the cost shall be commensurate with the standard of their accommodation and reasonable in comparison with their wage level.



## 3. LABOUR STANDARDS AND HUMAN RIGHTS

### 3.1 Freely chosen employment

## ILO Conventions No. 29 and 105 Suppliers shall:

- 3.1.1 Not use forced, bonded or involuntary prison labour.
- 3.1.2 Take active measures to avoid the use of any form of slaved, forced, bonded or involuntary labour, or human trafficking, in any phase of business operations, including in their own supply chain.
- 3.1.3 Not require workers to lodge "deposits" or identity papers with their employer, as a condition of employment at any time, unless such holdings are required by law.
- 3.1.4 Provide regular employment and not use subcontracting or home-working arrangements as a mean to avoid labour or social security regulations.

- 3.1.5 Allow employees to leave their accommodation and workplace freely during their leisure time.
- 3.1.6 Not require workers to pay recruitment fees or other related fees for their employment.
- 3.1.7 Ensure that workers are free to leave their employer after reasonable notice.

# 3.2 Harassment and harsh treatment Suppliers shall:

3.2.1 Work to prevent harsh or inhumane treatment, including bullying and physical or mental harassment, mental or physical abuse, coercion, detention, or punishment. Physical abuse or punishment, or threats of physical abuse, sexual or other harassment and verbal abuse, as well as other forms of intimidation, is prohibited.

### 3.3 Working hours

### ILO Conventions No. 1 and 14

Suppliers shall:

- 3.3.1 Ensure that working hours comply with national laws and benchmark industry standards, and not more than prevailing international standards. Weekly working hours should not on a regular basis be more than 48 hours.
- 3.3.2 Ensure that total working hours do not exceed 60 hours per week, unless in exceptional circumstances. Recommended maximum overtime is 12 hours per week, i.e. that the total working week including overtime shall not exceed 60 hours. Exceptions to this are accepted when regulated by a collective bargaining agreement.
- 3.3.3 Ensure that workers be provided with at least one day off for every 7-day period.
- 3.3.4 Ensure that all overtime work is limited and voluntary.
- 3.3.5 Ensure that workers always receive overtime pay for all hours worked over and above the normal working hours (see 3.3.1 above), minimum in accordance with relevant legislation.

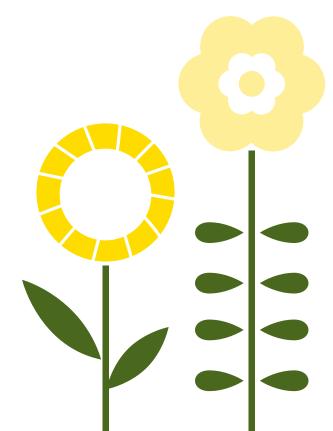
### 3.4 Regular employment

- 3.4.1 Obligations to employees under international conventions, national law and regulations concerning regular employment shall not be avoided through the use of short-term contracting (such as contract labour, casual labour or day labour), sub-contractors or other labour relationships.
- 3.4.2 All workers are entitled to a contract of employment in a language they understand.
- 3.4.3 The duration and content of apprenticeship programmes shall be clearly defined.

# 3.5 Freedom of association and the right to collective bargaining

ILO Conventions No. 87, 89 153 and 154 Suppliers shall:

- 3.5.1 Recognize and respect the right of all workers to form and join trade unions of their own choosing, to bargain collectively and to engage in peaceful assembly, in accordance with the laws of the countries in which they are employed.
- 3.5.2 Facilitate, and not hinder, open communication and direct engagement between employees and management, as well as the development of alternative forms of independent and free worker representation and negotiations.
- 3.5.3 Not discriminate worker representatives and allow for them to carry out their representative function in the workplace



### 3.6 No child labour

### UN Convention on the Rights of the Child, ILO Conventions Nos. 138, 182 and 79, and ILO Recommendation No. 146 Suppliers shall:

- 3.6.1 Not use, or support, child labour or child exploitation. The minimum age shall not be less than the age of completion of compulsory schooling and, in any case, shall not be less than 15 years of age. If local minimum is set at 14 years in accordance with developing country exceptions under ILO Convention 138, this lower age may apply.
- 3.6.2 Not employ children under the age of 18 for work hazardous to their health, safety or morals, including night work.
- 3.6.3 Establish a system to ensure that no child labour, as described above, occurs, including systematically checking and maintaining copies of age verification documentation for all new employees.
- 3.6.4 Establish and document policies and procedures for remediation of child labour prohibited by ILO conventions no. 138 and 182. Policies and procedures shall be communicated to personnel and other interested parties. If any case of child labour, as described above under 3.6.1, is found, sustained efforts shall be made to redress the situation as quickly as possible. Such a procedure shall be done in the best interest of the child, ensuring adequate financial and other support to enable children to attend and remain in school.

### 3.7 No discrimination

ILO Conventions No. 100 and 111. The UN Convention on the Elimination of All Forms of Discrimination Against Women Suppliers shall:

- 3.7.1 Not discriminate in hiring, compensation, access to training, promotion, termination or retirement based on ethnic background, caste, gender, marital or parental status, age, national or social origin, membership of traditional marginalized groups, religion, sexual orientation, pregnancy, disability, union membership, political affiliation, serious illness or any other condition that could give rise to discrimination, as established by applicable law or by ILO Conventions 100 and 111, as well as by the UN Convention on the Elimination of All Forms of Discrimination against Women.
- 3.7.2 Establish measures to protect workers from sexually intrusive, threatening, insulting or exploitative behaviour, and from discrimination or termination of employment.

### 3.8 Wages and benefits

### ILO Convention No. 131

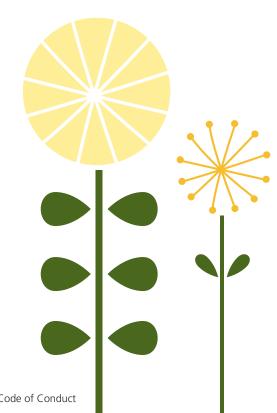
Suppliers shall:

- 3.8.1 Ensure that wages and benefits paid for a standard working week shall as minimum meet national legal standards or industry benchmark standards, whichever is higher. Wages should always be enough to meet basic needs, including some discretionary income.
- 3.8.2 Provide all workers with a written and comprehensible contract outlining their wage conditions and method of payments before entering employment.
- 3.8.3 Pay wages and benefits in a timely manner and directly to the employee, and never use wage deduction as a disciplinary measure.

## 3.9 Responsible sourcing of minerals

Suppliers shall:

- 3.9.1 Have a policy to reasonably assure that high-risk minerals (such as tantalum, tin, tungsten and gold) in the products they manufacture does not directly or indirectly finance or benefit armed conflicts or gross violation of human rights.
- 3.9.2 Exercise due diligence on the source and chain of custody of these minerals and make their due diligence measures available to Lekolar upon request.



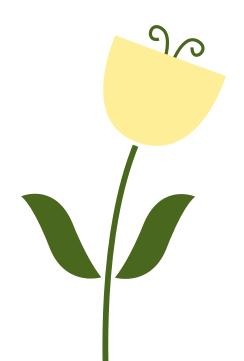
## 4. ANTI-CORRUPTION AND BUSINESS ETHICS

### 4.1 Overall

#### Suppliers shall:

- 4.1.1 Comply with all laws and regulations concerning competition, financial reporting and taxation.
- 4.1 2 Be aware that corruption in any form is not accepted, including bribery, extortion, kickbacks and improper private or professional benefits to customers, agents, contractors, suppliers or employees of any such party or government officials.
- 4.1.3 Have established processes to prevent corruption, for example an anti-corruption policy and by providing relevant training to staff.

- 4.1.4 Be aware that no Lekolar employee may offer or provide, directly or indirectly, any undue advantage to a supplier in exchange for personal gain of any kind.
- 4.1.5 Be aware that Lekolar will not accept any benefit intended for a Lekolar employee to facilitate the supplier's business with Lekolar.
- 4.1.6 Not expose, to any unauthorized person or company, any confidential information such as price lists, order volumes etc.



## 5. ENVIRONMENT

### 5.1 Overall

Suppliers shall:

- 5.1.1 Respect national and international environmental legislation and regulations and obtain required permits regarding air and soil emissions, noise, waste management, water discharge and hazardous substances.
- 5.1.2 Adopt an environmental policy as well as processes to manage environmental aspects and reduce or minimize negative environmental impacts on all aspects mentioned in 5.1.1.
- 5.1.3 Pay the social and economic costs that arise from any damage caused to the environment.
- 5.1.4 Respect and not contribute to the destruction and/or degradation of the resources and income base for marginalized populations, such as in claiming large land areas, use of water or other natural resources on which these populations are dependent.
- 5.2 Product quality and safety Suppliers shall:
  - 5.2.1 Ensure that products meet agreed and legal standards for health and safety. Specific requirements on chemical use is outlined in section 5.3, 5.4 and 5.5.
  - 5.2.2 Ensure that all products supplied to Lekolar must be tested and approved according to applicable EN standard before delivery. A valid test report from an accredited test lab must be available when requested.

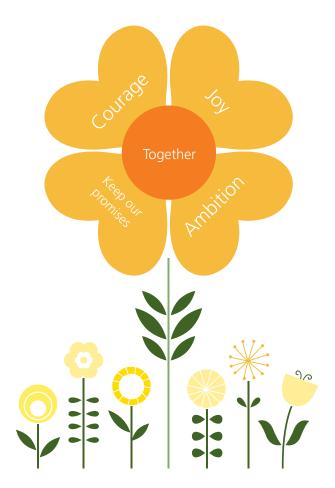
- 5.1.5 Work to continuously reduce their energy use and greenhouse gas emissions.
- 5.1.6 Ensure that products do not contain wood raw materials from illegal logging or from protected areas.
- 5.1.7 Encourage their own suppliers to reduce environmental impacts. Furthermore, suppliers are encouraged to implement an environmental management system, such as ISO 14001 or EMAS.

- 5.2.3 Ensure that products are properly labelled and have instructions for safe use.
- 5.2.4 Consider the health and safety effects of their products and services over their life cycle.Furthermore, suppliers are encouraged to implement a quality management system, such as ISO 9001.

### Information on chemical product requirements

Chemical product requirements included in the Lekolar Code of Conduct follow on the next page. These chemical requirements are applicable for products produced for Lekolar AB. The requirements are based on legal demands as well as those set by the Swedish "competition authority". The chemical product requirements consist of three chapters:

- 5.3 GENERAL CHEMICAL DEMANDS, APPLICABLE FOR ALL PRODUCTS PRODUCED FOR LEKOLAR AB.
- 5.4 TOYS, ARTS & CRAFTS, APPLICABLE FOR PRODUCTS CONSIDERED TO BE A TOY OR ARTS & CRAFTS.
- 5.5 FURNITURES, APPLICABLE FOR PRODUCTS CONSIDERED AS A FURNITURE OR PART OF A FURNITURE.



# 5.3 Chemical requirements for all products produced for Lekolar AB

- 5.3.1 REACH: All requirements in the REACH Regulations shall be fulfilled. Substances listed in the SVHC list shall not occur in amounts higher than 0, 1% by weight in mixtures or goods. If new substances are added to the SVHC list during the contract, the requirement shall be met within 6 months after the European Chemicals Agency's (ECHA) publication of a revised SVHC list.
- 5.3.2 Electronic equipment: Electronic equipment must comply with WEEE and ROHS directives.
- 5.3.3 Substances and mixtures: Classification, Labelling and packaging according to (CLP) regulation for substances and mixtures.
- 5.3.4 PVC: Information if products contain PVC shall be sent to Lekolar together with the used plasticizer (Must clearly show chemical name and CAS NO.).
- 5.3.5 Pigment: Pigment must not contain lead or cadmium. This requirement is also valid for artistic used paint and coatings. Limits according to standard EN71-3.
- 5.3.6 Colourants: Colorants specified by The Swedish national agency for public procurement, req.id 11023 shall not be added in textiles.
- 5.3.7 Phthalates: All products shall not contain phthalates specified in SVHC or REACH annex XVII. This is also valid for upholstered products.
- 5.3.8 Nickel: Nickel is not allowed for products with skin contact. Requirement and limits in REACH.
- 5.3.9 AZO pigments: AZO pigments are not allowed in colorants for textiles according to requirement I REACH Annex XVII.
- 5.3.10 Alkylphenol ethoxylates: Alkylphenol ethoxylates shall not occur textiles in amounts higher than 100 mg/kg.
- 5.3.11 Bisphenols: Bisphenols are not allowed. Information if products contain PC shall be sent to Lekolar.

- 5.3.12 Polyflourinated compounds: Polyflourinated compounds are not allowed. Values below 0, 1 μg/ m<sup>2</sup> are not considered as an addition.
- 5.3.13 Brominated flame retardants: Brominated flame retardants are not allowed.
- 5.3.14 Polycyclic aromatic hydrocarbons (PAHs): Limits according to REACH with amendment No. 552/2009/ EC and No.1272/2013.
- 5.3.15 Persistent organic pollutants: Persistent organic pollutants POPs, products to fulfill EU regulation EC 850/2004.
- 5.3.16 Antibacterial substances: Antibacterial substances are not allowed in textiles.
- 5.3.17 Formaldehyde: Shall not occur in amounts higher than 30 mg/kg in textiles. Test standard EN 14184-1.
- 5.3.18 Chrome VI: Chrome VI is not allowed.
- 5.3.19 EU regulation 995/2010: Paper and wooden products classified in the annex I in EU regulation 995/2010 shall follow this.
- 5.3.20 Aerosol containers: Shall fulfill requirements in EG 219/2009 and §4 in Swedish MSBFS 2010:8.
- 5.3.21 Cosmetic products: Shall fulfil requirements in EU regulation EC 1223/2009.
- 5.3.22 Product packages: PVC plastic is not allowed in product packages. The cellulose in the packaging made out of paper shall be completely based on unbleached pulp. Pallet to be hot treated according to ISPM 15.
- 5.3.23 Products classified as dangerous cargo: Shall have UN approved packaging and have relevant labels and transport documents.

# 5.4 Chemical requirements for products considered as toys, arts or crafts

- 5.4.1 Toy directive: All toys shall be CE-labelled and comply with the toy directive 2009/48/EC. DOC (declaration of conformity) shall be sent to Lekolar to show compliance. Non EU supplier shall also send technical documentation according to the directive 2009/48/ EC Annex IV.
- 5.4.2 Formaldehyde: In textiles and filling material shall not occur in amounts higher than 30 mg/kg. Test standard EN 14184-1. Accessible paper: components of toys intended for children under 3 years of age shall not contain formaldehyde in excess of 30 mg/kg when tested in accordance with EN 645 and EN 1541. Accessible resin-bonded wood: components of toys intended for children under 3 years of age shall not release formaldehyde in excess of 80 mg/kg when tested in accordance with EN 717-3. Requirement from The Swedish national agency for public procurement (in Swedish: Upphandlingsmyndigheten) and EN71-9.
- 5.4.3 Antibacterial substances: Antibacterial substances are not allowed in non-fluid products. Examples of substances are triclosan and silver. Requirement from The Swedish national agency for public procurement.
- 5.4.4 Phthalates: Phthalates shall not occur in amounts higher than 1000 mg/kg (Type of phthalates according to requirement in Swedish competition authority list). Requirement from The Swedish national agency for public procurement.

- 5.4.5 Fragrances: Fragrances shall not be added. Requirement from The Swedish national agency for public procurement.
- 5.4.6 N-nitrosamines and N-nitrosable substances: N-nitrosamines and N-nitrosable substances shall not migrate from rubber material more than 0, 05 mg/kg or 1 mg/kg. Test standard EN71-12. Requirement from The Swedish national agency for public procurement.
- 5.4.7 Lead: Lead shall not migrate more than 0, 5 mg/kg
  10mg/kg depending of the type of material. Test standard EN 71-3. Requirement from The Swedish national agency for public procurement.
- 5.4.8 Flame retardants: Flame retardants shall not be added. Requirement from The Swedish national agency for public procurement.
- 5.4.9 Colorants: Colorants specified by The Swedish national agency for public procurement shall not be added. Test standard EN71-9, 10, 11.
- 5.4.10 TCEP, TCPP and TDCP: TCEP, TCPP and TDCP shall not occur in amounts higher than specified in directive 2014/79/EU. The requirement is only valid for toys specified in directive 2014/79/EU.

# 5.5 Chemical requirements for products considered to be a furniture or part of furniture

- 5.5.1 Formaldehyde: All wooden board materials must fulfill emission limit values specified in EN 13986(E1) or equivalent. Value to be below 0,124 mg/m<sup>3</sup> when measured in accordance with the above-mentioned standard.
- 5.5.2 Glue: Content of volatile organic compounds (VOC) used in glue must not exceed 10% by weight of ready mixture. Maximum amount of free formaldehyde in the glue used for the product must not exceed 0, 2 weight %. Requirement from The Swedish national agency for public procurement.
- 5.5.3 Plastic: Plastics, including coated fabrics/artificial leather made out of PVC is not allowed in the product. Exceptions are made for electrical components (cords), hospital sheeting, urinary sheeting and fabrics/artificial leather intended for use in hospitals where you frequently need to clean with spirits. Requirement from The Swedish national agency for public procurement. Plastics, including coated fabrics/artificial leather must not contain chlorinated paraffins (SCCP). Maximum value per substance and detail must not exceed 0,01 weight %. Requirement from The Swedish national agency for public procurement. Plastics, including coated fabrics/artificial leather must not contain: Lead (maximum concentration 0, 01 weight % / detail) Cadmium (maximum concentration 0, 01 weight % / detail). Requirement from The Swedish national agency for public procurement.

Hazard:	Risk phrases according to Directive 99/45/EG:	Hazard statement under the regulation 1272/2008:	
Carcinogenic	R40, R45, R49	R40, R45, R49	
Reproduction toxic	R60, R61, R62, R63	H360F, H360FD, H360D, H361f, H361fd, H361d, H361df	
Mutagenic	R46, R68	H340, H341	
Тохіс	R23, R24, R25, R26, R27, R28	Н300, Н301, Н310, Н311, Н330, Н331	
Allergenic	R42	H334	
Environmentally Hazardous	R50, R51, R52, R53 or combinations of above	H400, H410, H411, H412, H413	
	If for technical reasons it is necessary to use coatings considered as harmful & dangerous for the environment in accordance with the above, it can be accepted if the added amount of environmentally hazardous substances is < 14 g/per m <sup>2</sup> of coated surface.		
Body Toxic	R48	Н370, Н371, Н372, Н373	

5.5.4 Surface treatment of wood, metal and plastic: Products shall not be lacquered with coatings containing substances indicated in the table below:

Products coated with lacquers containing volatile organic compounds (VOCs) may be acceptable if the applied amount of organic solvents are < 14 g / per m<sup>2</sup> coated surface.

Coatings shall not contain aziridine or polyaziridine, limit value max 0,1%.

#### 5.5.5 Content of heavy metals in leather:

Products must comply with the following requirements:

Substance	CAS-nr	Requirement
Chrome (VI)	18540-29-9	The average concentration of 3 ppm (Test report with analysis as: CEN/TS 14495 or equivalent)
Arsenic	7440-38-2	(Max detection limit 1.0 ppm, Test report according to: CEN TC 309 WI 065-4.3 or equivalent)
Cadmium	7440-43-9	Max detection limit 10 ppm, Test report according to: CEN TC 309 WI 065-4.3 or equivalent)
Lead	7439-92-1	Max detection limit 10 ppm, Test report according to: CEN TC 309 WI 065-4.3 or equivalent)

5.5.6 Plastic parts: All plastic parts with a weight over 50 g shall be permanently marked with recycling information in accordance with ISO 11469.

## 6. ANIMAL WELFARE

### 6.1 Overall

Suppliers shall:

- 6.1.1 Ensure that materials do not originate from vulnerable or endangered species.
- 6.1.2 Ensure that all parties involved, handling the animals and/or the materials, follow national and international legislation regarding forbidden materials. They must also respect and follow international agreements, such as the Convention of International Trade in Endangered Species (CITES).

### 6.2 Material specific requirements

- 6.2.1 Leather and skin must originate from animals bred for meat production. Leather or skin must not originate from aborted animals, including but not limited to astrakhan, broadtail, krimmer, karakul, Persian lamb, slink or swakara. Leather must not originate from Indian cow, calf or ox.
- 6.2.2 Only hair from living and domesticated animals is allowed. Hair and wool must not originate from animals that have been handled, harvested or sheared in a way that harmed the animals.
- 6.2.3 Wool must not originate from sheep that have been subject to mulesing or from farms which practice mulesing.
- 6.2.4 Down and feathers must originate from slaughtered birds bred for meat production. Down and feathers must not originate from farms practicing liveplucking or force-feeding.



## 7. CONFIRMATION

We hereby acknowledge the receipt of the Lekolar Code of Conduct and that we fully comply with all parts of it, including ensuring that all of our suppliers in turn also comply with the Code of Conduct.

We realise, as a supplier to Lekolar, that a breach against the Lekolar Code of Conduct may cause a termination of the cooperation with Lekolar.

Date and year
Company
Signature
Name and title

