



UBM Suppliers Ethical Compliance Standards

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Approved By: President

Code: HRWI02-1
Issue: 001
Date: Jan. 14, 2023,
Supersedes: NA
Date: NA
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United Bakery Manufactures is a food manufacturing company, located in Ontario, Canada and has a long-standing history of supplying quality products to our customers nationally as well as internationally.

UBM understands the importance of social compliance and firmly believes in ethical business practices and implements Ethical Sourcing Policies including Environmental sustainability. UBM is strongly committed to its responsibilities and as such requires our Suppliers (manufacturers, distributors, packaging suppliers etc.) throughout the supply chain to work together to achieve and manage the social standards at their establishments. This document is intended to govern how UBM and suppliers work together in maintaining and implementing social compliance standards.

Suppliers are expected to comply with social compliance and environmental principles to protect human rights and environment. All suppliers are expected to comply with them or ensure that there is a clear timeline for full implementation within their own organisation and their associated suppliers and subcontractors.

We, the above-mentioned company has received, read, understood and aware of the following social compliance standards.

We also confirm that our company complies with the following Key requirements:

- 1. Ethical Business Practice** - Suppliers abides by all legal and ethical sourcing requirements, and will not engage in any form of corruption, bribes, kickbacks or frauds to secure or maintain any business. Suppliers must conduct their business in ethical way and will not indulge in any form of bribery (gifts, trips, entertainment, money, favour, fraud or any other form of incentive) and corruption.

Suppliers MUST report immediately any suspicious activity and conflict of interest which they observe or become aware of which involves any matter relating to UBM reputation and ethics.

Labour Standards-

Following are the basic standards which UBM practices and expect to be followed by our suppliers as well. UBM requires all its suppliers to conform to at least the minimum labour standard requirements as per law.



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1 Child Labor: UBM does not use Child labor of any type as defined by the laws and we do everything to ensure that the child labor is never used throughout the supplier chain. We require documentation on legal proof for date of birth for all our workers and maintain an updated Register of the current employees. In the event, a child labour is found at any of its supplier facilities, the employment of the child will cease immediately, and the senior management will take every measure necessary to make sure the best interest of the child is taken into consideration in all aspects. The law enforcement agencies will be immediately informed. The business with supplier will be abolished and/or suspended till the investigation by law enforcement agencies is complete. Depending upon the results of investigation, the business relations with supplier may be terminated.

2 Forced and bonded labour: UBM does not use forced, prison, trafficked, bonded or involuntary labour. Employment is freely chosen with no use of forced or child labour.

UBM expects the same standards to be followed by our suppliers and shall not tolerate any forced and/or bonded labour at any supplier business. The supplier must ensure that employee has right to leave the premises after the workday and must be free to terminate his/her employment.

2. Discrimination: UBM has a non-discriminatory policy. UBM does not discriminate based on gender, colour, ethnicity, culture, religion, sexual orientation or disability and will abide by all anti-discrimination legislation in applicable in jurisdiction. Therefore, Suppliers will ensure that there is no discrimination based on race, nationality or social origin, caste, birth, religion, disability, gender, sexual orientation, union membership, political opinions and age. There should be no discrimination in hiring, access to training, promotion, termination, and retirement.

3. Freedom of Association / Collective Bargaining: Suppliers will respect the legal rights of its employees to peacefully and lawfully form a union for purpose of collective bargaining. In no way the suppliers intimidate, harass, dismiss or otherwise interfere with this right.

4. Records on working hours and wages: Suppliers maintain a transparent and reliable system for recording working hours, wages and other benefits for all workers. Supplier employees will not exceed maximum hours of work prescribed by law and will be appropriately compensated for overtime as per provincial and federal laws. Employees shall not work more than the law allows. Time off is provided as per provincial and federal laws. All overtime is voluntary.

5. Wages and benefits: Suppliers will, at a minimum, comply with all applicable wage and working hours laws and regulations, including those relating to minimum wages, overtime hours, non-exempt or exemption classification and other elements of compensation, and provide legally mandated benefits. Employees are paid on regular basis as per employment terms and regulations. No deductions from wages are made as disciplinary measures. Any deductions in wages are made as per provincial and federal laws.

6. Health and safety: UBM provides a safe working environment that prevents workers from any severe safety hazards. Suppliers MUST have implemented workplace; Health and Safety Policy, Violence Policy and Harassment Policy. Suppliers MUST comply with all applicable Laws and Regulations. All workers are treated with dignity and respect. Health and safety training and fire

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safety training must be provided to all workers. Only trained and certified employees are allowed to operate machinery. Suppliers will have a Joint Health and Safety Representative or Joint Health and Safety Committee as per law based on number of employees.

7. Workers' accident insurances: Suppliers must comply with accident insurance for all workers which covers medical treatment for work related accidents. The accident insurances must be as per applicable laws and regulations.

8. Disciplinary Practices: Suppliers must treat all employees with dignity and respect, and there must be zero tolerance for corporal punishment, physical and mental abuse and monetary penalties.

9. Confidentiality and Privacy: Suppliers will keep all the provided information confidential and will not disclose any UBM provided information to any party except if required by law.

10. Environmental Sustainability:

Supplier must be committed to complying with applicable environmental laws and regulations and environment conservation in every possible way. Suppliers are expected to report any environmental concern or violation of environmental law to concerned authority. Suppliers must continuously assess and strive to improve carbon food print, energy consumption, renewable energy, waste management and recycling of packaging products that will help in preserving the natural resources and protecting the environment.

11. Environmental pollution: Suppliers production and operations do not severely pollute the environment in any way and shall always take appropriate steps to ensure all necessary measures are in place to prevent severe environmental pollution.

12. Humane Treatment of Animals: Suppliers must treat all animals humanely and as per the law and regulations.

13. Laws including regulations and other legal requirements: Suppliers will comply with all applicable laws, regulations and other legal requirements in all locations where it conduct business.