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## SUPPLIER CODE OF CONDUCT

## ETHICAL PURCHASING POLICY

The Supplier Code of Conduct (SCC) sets minimum performance standards for MetalCraft Marine's Ethical Purchasing Policy (EPP). The goal of our SCC is to ensure safe and healthy workplaces for the people who supply goods and services to MCM; where human and civil rights conditions are in compliance with the core labour conventions of the International Labour Organization (ILO).

MetalCraft will apply its SCC as one of the criteria used in its selection of suppliers. It is a requirement that all MCM suppliers and their subcontractors follow this code. It is the supplier's responsibility to ensure subcontractors are compliant with the SCC.

The Ethical Purchasing Policy establishes an avenue whereby complaints of abuses in workplaces that are suppliers to MCM can be made to MCM. MCM will determine the level and the degree necessary to investigate and act upon complaints.

### Legal and Ethical Requirements

MCM suppliers must:

- comply with national and other applicable laws of the country of manufacture, including those laws relating to labour, worker health and safety, and the environment;
- treat workers with respect and dignity and ensure workers are not subject to any form of physical, sexual, psychological, or verbal harassment or abuse;
- ensure workers are free to express their concerns about workplace conditions without fear of retribution or losing their job;
- recognize and respect that workers have freedom of association;
- meet national and legal requirements for wages and benefits and make every effort to at least meet basic needs by local standards;
- will pay workers directly;
- ensure overtime hours are within legal requirements and appropriately compensated for;
- consider employees for positions on the basis of their qualifications and abilities and not discriminate in any way;
- provide their workers with safe and healthy work environments which comply with country and local health and safety laws and regulations;
- take adequate steps to prevent accidents or injuries at, or associated with, work;
- ensure all waste materials as a by-product of production, are disposed of properly in an environmentally responsible manner and in accordance with applicable laws and regulations.

MetalCraft expects all its suppliers to respect the Supplier Code of Conduct and to actively do their utmost to achieve the standards set out above. MCM reserves the right to ask for proof of compliance with all applicable labour, health, safety and environmental laws. Suppliers must maintain sufficiently detailed records to substantiate their compliance.

*Michael Allen*

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General Manager

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