



CODE OF CONDUCT AND ETHICAL VALUES

Mayoral demands from external manufacturers
Sub-contractors and Traders to comply with
the following principles and values:

EMPLOYMENT IS FREELY CHOSEN

There is no forced, bonded or involuntary prison labour. Workers are not required to lodge "deposits" or their identity papers with their employer and are free to leave their employer after reasonable notice.

CHILD LABOUR SHALL NOT BE USED

There shall be no new recruitment of child labour. Companies shall develop or participate in and contribute to policies and programmes which provide for the transition of any child found to be performing child labour to enable her or him to attend and remain in quality education until no longer a child; "child" and "child labour" being defined in the appendices. Children and young persons under 18 shall not be employed at night or in hazardous conditions. These policies and procedures shall conform to the provisions of the relevant ILO standards.

REGULAR EMPLOYMENT IS PROVIDED

To every extent, possible work performed must be on the basis of recognised employment relationship established through national law and practice. Obligations to employees under labour or social security laws and regulations arising from the regular employment relationship shall not be avoided through the use of labour-only contracting, sub-contracting, or home-working arrangements, or through apprenticeship schemes where there is no real intent to impart skills or provide regular employment, nor shall any such obligations be avoided through the excessive use of fixed-term contracts of employment.

NO DISCRIMINATION IS PRACTISED

There is no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.

WORKING HOURS ARE NOT EXCESSIVE

Working hours must comply with national laws, collective agreements, and the provisions of ETI Code, based on International Labour Standards, whichever affords the greater protection for workers. Working hours, excluding overtime, shall be defined by contract, and shall not exceed 48 hours per week.

All overtime shall be voluntary. Overtime shall be used responsibly, taking into account all the following: the extent, frequency and hours worked by individual workers and the workforce as a whole. It shall not be used to replace regular employment. Overtime must follow all provisions included in Clause 6 of ETI Base code.

NO HARSH OR INHUMANE TREATMENT IS ALLOWED

Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation shall be prohibited.

FREEDOM OF ASSOCIATION AND THE RIGHT TO COLLECTIVE BARGAINING ARE RESPECTED

Workers, without distinction, have the right to join or form trade unions of their own choosing and to bargain collectively. The employer adopts an open attitude towards the activities of trade unions and their organisational activities. Workers representatives are not discriminated against and have access to carry out their representative functions in the workplace.

Where the right to freedom of association and collective bargaining is restricted under law, the employer facilitates, and does not hinder, the development of parallel means for independent and free association and bargaining.

Mayoral follows a Corporate Social Responsibility Policy based on Mayoral Code of Conduct and Ethical Values, Ethical Trade initiative (ETI) Base Code, and Supplier Ethical Data Exchange organization (SEDEX) systems.

In order to guarantee the fulfilment of the above Principles and Values, external manufactures and workshops Shall authorize Mayoral and/or any appointed third-party to carry out inspections or audits providing them with the required means and the appropriate access to the facilities and documentation required to ensure this verification.



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LIVING WAGES ARE PAID

Wages and benefits paid for a standard working week meet, at a minimum, national legal standards or industry benchmark standards, whichever is higher. In any event, wages should always be enough to meet basic needs and to provide some discretionary income.

All workers shall be provided with written and understandable Information about their employment conditions in respect to wages before they enter employment and about the particulars of their wages for the pay period concerned each time that they are paid.

Deductions from wages as a disciplinary measure shall not be permitted nor shall any deductions from wages not provided for by national law be permitted without the expressed permission of the worker concerned. All disciplinary measures should be recorded.

WORKING CONDITIONS ARE SAFE AND HYGIENIC

A safe and hygienic working environment shall be provided, bearing in mind the prevailing knowledge of the industry and of any specific hazards. Adequate steps shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in the course of work, by minimising, so far as is reasonably practicable, the causes of hazards inherent in the working environment. Workers shall receive regular and recorded health and safety training, and such training shall be repeated for new or reassigned workers. Access to clean toilet facilities, to potable water, and, if appropriate, to sanitary facilities for food storage shall be provided. Accommodation, where provided, shall be clean, safe, and meet the basic needs of the workers. The company observing the code shall assign responsibility for health and safety to a senior management representative.

ENVIRONMENTAL AWARENESS

External manufacturers and workshops shall be committed to protecting the environment and must comply, at least, with the applicable local and international environmental regulations.

TAX OBLIGATIONS AND SOCIAL CHARGES

External manufactures and workshops may punctually commit to their tax duties and social charges, always in compliance with local laws and regulations.

TRANSPARENCY, SUSTAINABILITY, ETHICS COMMITTEE, WHISTLEBLOWER CHANNEL AND CODE COMPLIANCE

External Manufacturers and workshops undertake to fulfill the commitments acquired with Mayoral regarding confidentiality of information, implementation of the Code of Conduct; transparency and sustainability of procurement; control and supervision of compliance with the code, Ethics Committee and Mayoral whistleblower channel.