



GOJO Industries, Inc.  
One GOJO Plaza, Suite 500  
Tel: 330-255-6000 Fax: 330-255-6119  
[www.GOJO.com](http://www.GOJO.com)  
Mailing Address:  
P.O. Box 991, Akron, Ohio 44309-0991  
*This letter was sent electronically*

## Supplier Code of Conduct

### Requirement to doing business with GOJO Industries

#### Introduction

In 1946, Goldie and Jerry Lippman (of blessed memory) shared a vision and launched a company built on great products, brands, and employee talent, earning GOJO a great reputation that continues to this day.

During the early years, Goldie and Jerry met and overcame many challenges. Some challenges were technical, others financial. No matter what they faced, they earned customer, employee, supplier, and government trust by doing what is right and by avoiding doing what is wrong.

When they started out, the Lippmans' business integrity showed early employees the way to do business that earns—and deserves—this lasting trust.

This GOJO Supplier Code of Conduct guides us to do what is right and to avoid doing what's wrong. The future of our Company's products, brands, people, and reputation depends on our understanding the difference and acting accordingly.

This code applies to all GOJO suppliers as a total supply chain initiative. GOJO expect all of our suppliers to require the same standard of conduct from their suppliers. Some of these are specifically addressed in GOJO Terms and Conditions.

GOJO requires all suppliers to read the Supplier Code of Conduct and return a signed copy of the Acknowledgement of Receipt within 30 days.

#### Code of Conduct Content

- The GOJO Supplier Code of Conduct is made up of five sections:
  - Compliance with Laws
  - Human Rights
  - Conflict Minerals and Substances of Very High Concern
  - Environmental Compliance
  - Ethical Business Practices

## Compliance with Laws

- GOJO requires all suppliers to comply with federal, state, country, and local laws and regulations. Suppliers are responsible for understanding the laws where they conduct business. Suppliers are responsible for ensuring their suppliers comply with all laws and regulations.
- Except as required by regulations, GOJO does not conduct Animal Testing, as defined by the Humane Society International, with our products. GOJO expects their suppliers to not conduct Animal Testing except as required by regulations.

## Human Rights

- GOJO suppliers must be committed to complying with both the letter and the intent of all local and international Labor Laws. This applies to all employees whether direct, temporary, student, contract or any other type of worker.
- Regardless of their geographical location, our suppliers must comply with the following standards:
  - Freely Chosen Employment: Suppliers do not use forced labor whether in the form of prison labor, indentured labor, bonded labor or otherwise. Suppliers do not engage in human trafficking.
  - No Child Labor: Suppliers do not employ child labor and comply with the local minimum working age laws and requirements or the International Labor Organization (ILO) standards
  - Minimum Wages: Suppliers will provide wages for regular and overtime work and benefits that meet or exceed legal requirements.
  - Working Hours: Suppliers will not require workers to work more than the maximum hours of daily labor set by local laws.
  - Health and Safety: Suppliers must provide a safe and healthy work environment that minimizes work related injuries and illness. Suppliers must comply with all OHSAS and ILO Guidelines.

## Conflict Minerals and Hazardous Substances

- GOJO is committed to complying with the federal laws requiring disclosure of the use of conflict minerals.
  - GOJO requires all suppliers to comply with the Dodd Frank Act 1502 to assure that tantalum, tin, tungsten and gold from the Democratic Republic of the Congo is not in the products suppliers produce for GOJO.
  - GOJO expects all suppliers to require their suppliers to also comply with this federal law.
- All finished material components supplied to GOJO Industries, Inc. must comply with all applicable federal, state and international regulations. All material component suppliers must provide a Certificate of Compliance that the materials comply with the following regulations:
  - EU RoHS Directive
  - EC Directives
  - EU Dangerous substance or preparations
  - California Prop 65
  - Heavy Metals

- Latex/Natural Rubber
- Animal Derivative Products
- Phthalates
- Bisphenol A (BPA)
- Substances of Very High Concern (SVHC)

### Environmental Compliance

- GOJO suppliers must be environmentally responsible. In manufacturing operations, suppliers must manage, measure and minimize the effect on the community, environment and natural resources.
- Suppliers must comply with all environmental laws and regulations where applicable within their operations. This includes:
  - Obtaining and maintaining relevant environmental operating permits
  - Properly handling and disposing of hazardous wastes
  - Waste of all types are to be reduced or eliminated
  - Monitoring, controlling, and treating air, water, and solid waste discharges generated from operations
- Suppliers are expected to be good environmental stewards. Suppliers are encouraged to identify and set goals to reduce their environmental impacts
- Sustainably Sourced Materials: Materials that when extracted or processed have serious, adverse impacts to habitats or the environment, such as unsustainably sourced palm oil derivatives or mountain top removal mining practices, are to be avoided.
  - Where possible or applicable, materials should be certified to be sustainably sourced by credible 3<sup>rd</sup> parties (e.g. RSPO certified palm sources, SFI or FSC certified wood fibers)

### Ethical Business Practices

- Suppliers and their agents are to uphold the highest standards of ethics.
  - Suppliers will never give or offer, directly or indirectly anything of value to influence any discretionary decision to any government official or agency
  - Suppliers will not offer any GOJO employee any gifts with a nominal value greater than \$75 or favor, loan, special service, payment or special treatment of any kind.

### Monitoring and Compliance

- Suppliers shall conduct a program to review performance and ensure their compliance to this Supplier Code of Conduct and applicable legal requirements. If a supplier identifies areas of non-compliance, the supplier must notify GOJO as to the nature of the non-compliance and its plans to remedy any such non-compliance.
- Any GOJO employee that becomes aware of violations to this policy is obligated to notify GOJO and the supplier of that violation
- GOJO reserves the right to engage a neutral 3<sup>rd</sup> party to monitor supplier's activities, including a on-site inspections of facilities, the use of questionnaires or report cards, the review of publically available information, or other measures necessary to asses a supplier's performance.

Contact Information

- Suppliers are responsible for prompt reporting of actual or suspected violations of this Code of Conduct. You may report a violation by contacting:  
GOJO Legal Department: [Legal@gojo.com](mailto:Legal@gojo.com)

This acknowledges receipt and compliance with the GOJO Supplier Code of Conduct

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company