

Kama Business Solutions Limited

Code of Conduct for Suppliers

Kama Business Solutions Limited is committed to upholding the highest standards of business ethics, human rights, and environmental responsibility. We require our suppliers to adhere to the following principles:

1. Forced Labor

There shall be no use of forced labor in any form, including prison labor, indentured labor, or bonded labor. All work must be voluntary, and workers should be free to leave the employment after reasonable notice.

2. Child Labor

Suppliers must not employ workers under the age of 16, or 14 if the applicable law allows employment at this age. Suppliers must comply with the local law regarding child labor and the minimum working age, which must never be less than the age for completing compulsory education in the country of manufacture.

3. Harassment or Abuse

Workers must be treated with respect and dignity. Physical, verbal, sexual, or psychological harassment or abuse in any form will not be tolerated. Suppliers must maintain a work environment free from intimidation and retaliation.

4. Health & Safety

Suppliers must provide a safe and hygienic working environment that minimizes the risk of work-related accidents and injuries. Adequate training, safety procedures, and protective equipment must be provided to all employees.

5. Non-discrimination

Employment decisions must be based on individual merit, and workers must be treated equally regardless of gender, race, religion, or any other characteristic protected by law. Discrimination in hiring, remuneration, promotion, or access to training will not be tolerated.

6. Quality Control and Product Safety

Suppliers must ensure that the goods they provide meet the required standards for quality and safety, and comply with all applicable industry standards and regulations. Products must be safe for use and free from defects, and suppliers must conduct regular quality inspections to ensure that their products meet both legal and safety standards.

7. Freedom of Association and Collective Bargaining

Suppliers shall respect the right of workers to associate freely and engage in collective bargaining, as permitted by law. Employees must not face discrimination or retaliation for joining or forming trade unions or employee groups.

8. Continuous Improvement

Suppliers are expected to continually assess and improve their practices to meet the evolving standards of ethical conduct, environmental sustainability, and worker rights. They should engage in regular audits and assessments to ensure compliance with this Code. Suppliers must demonstrate their commitment to sustainable and ethical practices, making continuous improvements to meet the expectations set forth by Kama Business Solutions Limited.

9. Salaries and Benefits

Suppliers must compensate workers fairly for their work. The minimum wage laws and benefits stipulated by the local government must be adhered to. Wages should meet the basic needs of workers and their families, including legal benefits such as healthcare and social security.

10. Working Hours

Normal working hours must comply with local laws. Suppliers must limit working hours to a 60-hour work week and ensure that workers have at least one full day off in every seven-day period. Overtime should be voluntary and compensated at premium rates.

11. Overtime

While overtime may be necessary, it should not exceed legal limits. Overtime should be compensated according to local law or industry standards, and it should not be used as a substitute for proper staffing. Overtime should only be used during peak periods and should not exceed 72 hours in a 6-day workweek.

12. Compliance with the Law

Suppliers must comply with all applicable local and international laws and regulations in the countries in which they operate. If any of the standards in this Code of Conduct conflict with local laws, suppliers must notify Kama Business Solutions Limited immediately.

13. Environment

Suppliers must manage environmental impact responsibly. Waste management, handling of chemicals, emissions, and water treatment should meet or exceed local regulatory requirements. Suppliers should minimize their environmental footprint wherever possible.

14. Subcontractors

Suppliers must disclose all subcontractors to Kama Business Solutions Limited prior to production. Any subcontractors used must also comply with the terms of this Code of Conduct. The supplier is responsible for ensuring that subcontractors adhere to all applicable standards.

I, [Name of authorized signatory], on behalf of [Supplier's legal name and number], acknowledge that I have read, understood, and will apply the above Code of Conduct immediately. This will be strictly adhered to during the course of our business relationship with Kama Business Solutions Limited.

Authorized Signatory:

[Signature with company chop]

Title:

[Authorized Signatory's Title]

Factory Name:

[Factory Name]

Factory Address:

Date:

[Date]