



Supplier Code of Conduct

Red River Cooperative Ltd.

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Introduction

As a leading retailer in Manitoba and Northwestern Ontario, Red River Cooperative Ltd. (RRC) and its subsidiaries are committed to making ethical business decision and ensuring that we are carrying out all our activities lawfully. RRC is committed to ensuring we consider the impact that we have on our members, employees and the communities that we serve and that we live by our values; integrity, teamwork, caring, excellence and accountability. To deliver on this, we need to collaborate with our suppliers to ensure that they are employing socially responsible procurement practices. To achieve this, we have established a Supplier Code of Conduct aimed at all RRC suppliers of goods and services.

Living by core values

As a Cooperative, we live by our core values. We believe these values guide our behaviours and actions in everything that we do.

Integrity – We act with uncompromising honesty and integrity in everything that we do. We are committed to ethical practices, ensuring trust and reliability with our members, customer, and partners.

Teamwork – We achieve more when we collaborate and work together. We value the diverse skills and perspectives of every team member.

Caring – We genuinely care about the well-being of our members, employees, and the communities we serve. We actively contribute to social responsibility initiatives, demonstrating compassion and empathy in all our endeavors.

Excellence – We pursue excellence in every aspect of our operations, exceeding the expectations of our members and customers. We embrace a culture of continuous improvement, encouraging creative thinking and adaptability. We strive to stay ahead in the market by fostering an environment that nurtures innovation and embraces change.

Accountability – We take ownership of our actions, decisions, and their outcomes, accepting responsibility for both successes and challenges. We hold ourselves to the highest standards, ensuring that our commitments are met with diligence and a focus on continuous improvement. We foster a culture where each team member is accountable to one another, promoting a sense of responsibility that strengthens our collective success.



Supplier Code of Conduct

RRC's Supplier Code of Conduct outlines the requirement and expectation for RRC's direct suppliers as well as to their own suppliers across the supply chain.

RRC reserves the right to amend this Code of Conduct at any time and Suppliers are expected to remain compliant with the updated Code of Conduct that can be found on our website.

Fundamental Principles

The Code of Conduct applies to all of RRC's direct suppliers as well as their own suppliers across the supply chain. We recognize that suppliers must conduct their business in compliance with their own objectives and values, as well as all relevant current and impending laws and regulations. However, RRC will establish supply relationships with organizations that hold similar values and have a shared commitment to the following fundamental principles:

- Compliance with all applicable laws, regulations and guidelines,
- Conduct business with integrity and ethical business practices,
- Establish employment policies that are in compliance with all human rights and employment standards,
- Comply with all applicable local, regional and national environment laws and regulations.

Supplier Acceptance

When you enter a contract to supply goods or services to RRC, whether it is through a contract, a purchase order or by an approved quote, the supplier is affirming their acceptance to comply with the requirements set out in the Code of Conduct. It is the Suppliers responsibility to ensure that their respective supply chain is in compliance with this Code of Conduct. The practices employed by the Supplier must be verifiable and they must be able to provide documents attesting to compliance with the Code of Conduct upon request from RRC. If a Supplier fails to comply with the Code of Conduct, RRC reserves the right to require corrective action and failing to comply, could result in the termination of the business relationship.



Requirements

Compliance with all applicable laws, regulations and guidelines

RRC requires all Suppliers comply with the applicable laws, regulations and guidelines in the jurisdiction that they operate. If the local laws, regulations and guidelines differ from our Supplier Code of Conduct, we expect our Suppliers to comply with the highest standard.

Conduct business with integrity and ethical business practices

RRC requires all Suppliers comply with Anti-Bribery, Anti-Corruption and Anti-Money Laundering laws and regulations. Suppliers should not give to our employees or their immediate family members gifts of cash, cash equivalents or other benefits, to avoid real or perceived conflicts of interest, influence on a business decision or potential bribery. Meals, social events or other activities may be accepted only if the occasion is primarily business-related and consistent with accepted business practice and of a modest value. This should be infrequent and cannot reflect poorly on RRC. We ask that our Suppliers keep a written record of these types of gifts or invitations. Suppliers are required to disclose to RRC any situation that appears to conflict or could conflict with the interests of RRC, including any behavior deemed unethical on the part of an RRC employee.

Suppliers are required to act ethically and in compliance with applicable laws and regulations regarding Personally Identifiable Information or confidential information. Suppliers that have been given access to confidential information as part of their business dealings with RRC must not share this information with anyone without the written consent of RRC. Suppliers must maintain accurate and reliable business records to substantiate compliance with applicable laws. This applies even after Supplier's contract is terminated.

Suppliers with access to RRC's computer environment, must use technical and organizational data security controls. All privacy and cyber security incidents affecting RRC's computing environment must be reported within 24 hours of knowing about the incident.

Establish employment policies that are in compliance with all human rights and employment standards

The Code of Conduct covers all the workers in RRC's supply chain, regardless of the hours worked. We expect Suppliers to establish and abide by employment standards that are in



compliance with employment laws and regulations and have an emphasis on ensuring that workers are treated with respect and equity. They should also ensure that the workers have a safe work environment that ensures appropriate measures were taken to prevent work-related injuries, illnesses and accidents. There must be clear occupational health and safety procedures, training of employees on the occupational health and safety procedures, and senior management must be held accountable for the adherence to these procedures.

Suppliers must verify the age of employees and maintain employment records. Suppliers should refrain from utilizing child labour. The term child refers to anyone under that age of 16. However, should the local laws and regulations allow for the hiring of individuals between the ages of 13 to 16 years old, this minimum age shall be accepted, provided that; (i) the work would not be mentally, physically or morally dangerous to the child; (ii) prevents the child from attending school; and/or (iii) forces a child to leave school prematurely.

Suppliers must not engage in labour practices that force, bond or indenture workers or subject them to any other forms of physical, mental or sexual forms of abuse. Suppliers are required to ensure that all employees work on a voluntary basis, free from discrimination, exploitation or any conditions violating local laws and regulations. Suppliers must ensure that employees are paid the minimum legal wages for the work performed, are not forced to work overtime, can leave the workplace at will, have employment contracts that establish the terms and conditions of employment in the employee's language, can terminate employment without penalty by giving reasonable notice and maintain their identity documents and work permits.

RRC supports and promotes diversity in the workplace. Suppliers are expected to refrain from discriminating against their employees for any of the following reasons; age, colour, race, citizenship, gender, place of origin, identity or gender expression, ancestry, citizenship, family status, language, disability, political convictions, beliefs, sex, sexual orientation, or any other legally prohibited grounds for discrimination in the hiring process or work environment. All employees should be treated with respect and dignity.

Suppliers are expected to recognize the freedom of association and the right to collective bargain. A Supplier cannot retaliate against employees that participate in a trade union. Employee representatives shall not be subject of discrimination. RRC expects that Suppliers would create an environment that fosters open, honest and respectful communication, without fear of reprisal.



Comply with all applicable local, regional and national environment laws and regulations

RRC is committed to protecting the environment by identifying opportunities to reduce, reuse and recycle with a goal to reduce our environmental footprint. RRC expects that Suppliers will, at a minimum, comply with all applicable local, regional and national environmental laws and regulations. We encourage our Suppliers to reduce their environmental footprint by establishing processes to reduce greenhouse gases, reduce water consumption, eliminate releasing contaminants into water sources, eliminate waste, utilize renewable resources where possible, divert waste from landfills and recycle wherever possible. Suppliers are encouraged to establish targets to reduce their environmental impact.

Implementation and Compliance with the Code of Conduct

The Code of Conduct is an integral part of the business agreement between RRC and each of its Suppliers. RRC reserves the right to follow up with direct or indirect Suppliers utilizing various tools, such as; Supplier questionnaires or Audits performed by RRC or a third party engaged by RRC. We also encourage Suppliers to report any actual or suspected suspicious, unlawful or unethical behaviour, including non-compliance with laws and regulations. Reporting can be done by phone, by mail, or email.