

HOOKER[®] FURNISHINGS

Vendor Code *of* Conduct

Uphold the Law

Hooker Furnishings requires our Vendor Partners to have a commitment to integrity that begins with complying with laws, rules, and regulations applicable to that Vendor Provider, its employees and its business activities including understanding and complying with the laws, rules and regulations that apply to each specific location they operate within. In addition, our Vendor Partners understand and agree to comply with additional items detailed in this Vendor Code of Conduct. If a Vendor Partner is unsure of whether a contemplated action is permitted by law or Hooker Furnishings policy, they should seek the advice from their Hooker Furnishings point of contact.

Child Labor

Hooker Furnishings does not tolerate child labor, and Vendor Partners shall prevent all forms of child labor. The minimum working age is determined by the local regulations, but never less than 16 years. Young Employees within the age of 16 - 18 years shall not be exposed to work that is likely to harm their physical or mental health, safety, or morals.

Involuntary Labor

Hooker Furnishings does not tolerate any form of slavery or forced labor, including but not limited to forced, bonded or compulsory labor or human trafficking. Consequently, Vendor Partners, including their recruitment agencies, shall not engage in or tolerate restrictions of movement, excessive recruitment fees, confiscation of identity documents and/or passports, withholding of wages, abusive working conditions, debt bondage, violence or any or any other kind of exploitation or abuse.

Non-Discrimination, Fair Discipline, Coercion & Harassment

Vendor Partners shall treat everyone with dignity and respect and provide equal employment opportunities and conditions based on the individual's ability to do the job, regardless of Employee or job applicant characteristics including, but not limited to: gender, gender identity or expression, age, nationality, race, ethnicity, skin color or cultural background, religion or belief, disability, genetics, or health information including pregnancy, sexual orientation, or union affiliation.

Vendor Partners will not tolerate humiliating or physical punishment or allow any Employee to be subject to verbal, psychological, physical, or sexual harassment or abuse.

Health, Safety and the Environment

Work environments must be safe and in compliance with all applicable and material safety and health laws and regulations. Vendor Partners are expected to actively incorporate safety standards and locally prescribed industry practices in the production environment to minimize work-related accidents and unnecessary health risks. Vendor Partners are responsible for training all workers in such standards and practices.

Vendor Partners must adhere to all applicable environmental laws, including all laws related to waste disposal, air emissions, discharges, toxic substances, and hazardous materials disposal.

Facilities should be reasonably sufficient in size and capacity to accommodate the number of people occupying such facility, allow for reasonable amount of workspace, be well-maintained, be safe and sanitary, including meeting all applicable local sanitation and hygiene regulations.

Compensation

All local wage and hour laws and regulations relating to minimum wages, overtime wages, holiday wages, maximum hours, piece rates, and any other form of compensation shall be complied with. Employees shall be provided with legally mandated benefits.

Working Hours

Vendor Partners shall always respect and comply with applicable laws and collective bargaining agreements, if applicable, on working and resting hours, including overtime working hours, as well as annual, sick, and parental leave and any other applicable leave regulations.

Responsible Sourcing

Vendor Partners are expected to conduct their sourcing in compliance with local, federal (as applicable) and internationally recognized laws.

Monitoring Transparency

All Vendor Partners shall authorize Hooker Furnishings and/or its designated agents (including third-party auditing companies) to engage in monitoring activities to confirm compliance with this Vendor Code of Conduct. This includes unannounced on-site inspections of manufacturing facilities.

C-TPAT

All Vendor Partners supplying products to Hooker Furnishings are required to meet security measures---qualifying for US Homeland Security, C-TPAT certification (Customs and Trade Partners against Terrorism).