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## UNIQUE DAIRY PRODUCTS CODE OF CONDUCT / ETHICS

**Integrity** is consistency of actions by all UDP employees, managers and directors in terms of values, methods, measures and principles. UDP employees are required to have integrity to the extent that they behave according to the values, beliefs and principles we claim to hold. Such values are : Dependability, Leadership, Teamwork, Discipline, Responsibility, Fairness and Consistency.

As our business partners, UDP want to communicate our Code of Conduct to our Suppliers. We request that you read through our Code and sign acknowledgement thereof. Please send a signed copy back to us.

The Supplier Code of conduct applies to all suppliers of Unique Dairy Products. Whilst we recognize that there are different legal and cultural environments in which suppliers operate throughout the world, this Code sets out the basic requirements that all suppliers should meet.

### FUNDAMENTAL ETHICAL PRINCIPLES

#### **Responsibility :**

We hold ourselves responsible and accountable to our stakeholders for our actions.

#### **Honesty :**

We are truthful.

#### **Fairness :**

We treat our stakeholders equitably.

#### **Respect :**

We acknowledge the rights and dignity of others.

### GENERAL PRINCIPLE

UDP believes in treating employees, suppliers, communities and the environment respectfully and fairly. We want our suppliers to apply the same values and operate in compliance with the relevant legislation, other requirements or prevailing codes of industry best practice in their respective countries.

### BEHAVIORAL STANDARDS :

#### **Responsibility :**

1. We manage UDP to be a responsible corporate citizen and we are committed to conduct UDP's business with due regard to the interests of its stakeholders, the environment and its social responsibilities.
2. We comply with all applicable legal requirements as a minimum standard.
3. We subscribe to effective corporate Governance.
4. We implement controls to ensure that disclosures in respect of UDP's business are not misleading and made timely.
5. We honour agreements entered into by UDP.

#### **Honesty :**

1. We emphatically reject all forms of dishonesty and do not tolerate dishonest acts such as bribery, corruption, fraud, falsification and misrepresentation.
2. We avoid and declare conflicts of interest with UDP's interests.
3. We do not misuse our UDP positions to obtain personal benefits.

Unique Dairy Products (Pty) Ltd

Directors : S A Roux  
S van der Berg

Reg. 2002/011478/07

Proud supplier of





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**Fairness :**

1. We treat others as we would like to be treated in similar circumstances.
2. We base business decisions on policy, strategy, facts and analysis and not on irrational emotion, prejudices or other irrelevant factors.

**Discrimination :**

1. We respect human rights and dignity.
2. We treat our stakeholders with respect.
3. We do not discriminate on the basis of factors such as race, religion, gender or sexual orientation.

Suppliers should promote equality and prevent unfair discrimination in the workplace. In furtherance to this, suppliers should employ, promote, train, terminate, retire and pay workers on the basis of their ability to do the job, and without regard to race, caste, colour, gender, nationality, religion, age, disability, gender, sexual orientation, union membership, political affiliation or marital status. Migrant workers shall have the same entitlement as local employees.

**ENVIRONMENT**

UDP is concerned about the impact of production on the environment, the climate and natural resources. It is therefore expected that suppliers will act responsibly by complying with applicable environmental laws and regulations in the country of operation.

All outgoing wastewater from wet processes must be treated before discharge, and the treated wastewater must be compliant with applicable legislation. All waste and in particular hazardous waste, must be disposed of in a responsible manner and in accordance with applicable legislation.

**FORCED LABOUR**

We do not use involuntary labour of any kind, including prison labour, debt bondage or forced labour by an external authority.

**CHILD LABOUR**

There shall be no recruitment of child labour.

**WAGES AND WORKING HOURS**

Workers shall be provided with written and understandable information about their employment conditions and wages before they enter employment and about the particulars of their wages for the pay period concerned each time that they are paid. As a minimum, workers shall be paid at least the required legal wage or a wage that meets the local industry standard, whichever is the greater. No deductions as a disciplinary measure shall 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 ENVIRONMENT / HEALTH AND SAFETY**

All workers must be treated with respect and dignity, provided with a safe and hygienic work environment and contribution towards the development of employees should be made.

**ZERO TOLERANCE OF LAND GRABBING**

UDP recognises the rights of local people in the areas that we do business in. The right of communities to respect, dignity, sustainable livelihoods, and the right to determine their own futures is pivotal. UDP also recognises the vulnerability of women specifically as it relates to land rights.

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Free Prior and Informed Consent (FPIC) is the principle that a person or community has the right to give or withhold its consent to proposed projects that may affect the lands they customarily own, occupy, or use. It is mostly related to the rights of local communities, particularly indigenous people, to participate in decision making about issues impacting them such as natural resource management, economic development, health care etc.

An informed consent can be said to have been given based upon a clear appreciation and understanding of the facts, implications, and consequences of an action. In order to give informed consent, the individual concerned must have adequate reasoning faculties and be in possession of all relevant facts at the time consent is given.

We encourage our suppliers to report any conduct not in line with our Code of Conduct to :

Stefan van der Berg  
Cell phone number : 079 524 6744  
E-mail address : [stefan@uniquedairy.co.za](mailto:stefan@uniquedairy.co.za)

Kind regards

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Stefan van der Berg  
GENERAL MANAGER

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WE CONFIRM OUR AGREEMENT WITH THE AFOREGOING.

DATED AT \_\_\_\_\_ ON \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_.

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(Insert Supplier Name)

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