	<h2>Supplier Guidelines</h2>	BUSINESS UNIT: 419 E. Lamar	
DOCUMENT NUMBER: P-PUR-001	DOCUMENT OWNER: Purchasing	REVISION: 1	REVISION DATE: 10/15/2024

Royal Case is committed to conducting business in an ethical and sustainable manner. We expect our direct suppliers to share this commitment and adhere to the following guidelines:

Environmental Compliance

- Comply with all applicable environmental laws and regulations
- Implement systems to minimize waste, conserve energy and water, and reduce emissions
- Use environmentally-friendly materials and processes where possible
- Properly handle and dispose of hazardous materials
- Set targets for continuous environmental improvement

Business Ethics


- Conduct business with integrity and in compliance with all applicable laws
- Prohibit bribery, corruption, and unethical business practices
- Protect confidential information and intellectual property
- Maintain accurate business and financial records
- Disclose any conflicts of interest

Diversity and Inclusion

- Promote diversity and equal opportunity in hiring and employment practices
- Prohibit discrimination based on race, color, gender, age, sexual orientation, ethnicity, disability, religion, political affiliation, union membership, or marital status
- Foster an inclusive work environment that respects all employees

Employment Practices

- Comply with all applicable labor laws regarding wages, benefits, and working hours
- Prohibit the use of child labor, forced labor, and human trafficking
- Ensure safe and healthy working conditions
- Respect workers' rights to freedom of association and collective bargaining
- Provide training and development opportunities for employees

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Product and Ingredient Safety

- Comply with all applicable product safety laws and regulations
- Implement quality control processes to ensure product safety and integrity
- Disclose all product ingredients and materials
- Promptly report any product safety issues or concerns
- Work to eliminate hazardous substances from products

Royal Case reserves the right to audit suppliers for compliance with these guidelines. We view sustainability as an ongoing journey and encourage our suppliers to continuously improve their practices. Suppliers who fail to meet these expectations may jeopardize their business relationship with Royal Case. By working together, we can build a more sustainable and responsible supply chain. We appreciate our suppliers' commitment to these important principles.