

TED BAKER THIRD PARTY POLICY

INTRODUCTION

Ted Baker Plc and its subsidiaries ('Ted Baker') are committed to conducting business in a responsible and ethical manner.

Ted Baker expects all Third-Party Partners (as defined below in the 'Who Qualifies' paragraph) to either adhere to a set minimum standards or to have a similar policy of their own, whichever affords the greater social, environmental or animal welfare protection. Third-Party Partners are responsible for communicating this policy to their suppliers and subcontractors (where permitted) and carrying out due diligence in the factories of suppliers and subcontractors (as applicable).

WHO QUALIFIES

This policy applies to third parties who produce, manufacture, advertise or sell product globally with Ted Baker labelling and/or branding.

Third parties include but are not limited to the following:

- Licensee Partners
- Joint Venture Partners
- Promotional/Agencies operating outside of Ted Baker's supply chain
- Distribution Partners
- Wholesale and Concession Partners

(Third-Party Partners')

MINIMUM REQUIREMENTS

Ted Baker's Code of Conduct, Animal Welfare policy and Vulnerable Worker policy will be submitted to each third-party partner at onboarding stage.

In return the third party will supply the following information detailed in the matrix below:

	Joint Venture	All other Third-Party Partners
Signed copy of Ted Baker Code of Conduct	✓	✓
Signed copy of Ted Baker Animal Welfare + Responsible Materials Policy	✓	✓
Signed copy of Ted Baker Vulnerable Worker Policy	✓	✓
Factory name and address of finished product (the site where labels and branding are applied)	✓	✓
Country of origin (where product is made)	✓	✓
Nominated person responsible for compliance	✓	✓
Sustainable material certification	✓	✓
Responsible down certification*	✓	✓
Self-Assessment Questionnaire	✓	✓
Social compliance audit**	✓	Encouraged

* Applicable to all products containing feather and down

** Conducted within past 12 months. SMETA, BSCI, SA8000 methodology

SOCIAL COMPLIANCE AUDITS

Where required in the matrix above, the Third-Party Partner must provide an ethical audit conducted within the past 12 months which is measured against one of the following methodologies:

- SMETA
- BSCI
- SA8000

The Ted Baker Sourcing department will request a social compliance audit at the initial stages of onboarding which will be passed to the Ethics & Sustainability team for review.

If non-compliance is discovered, the Ted Baker Sourcing department will notify the Third-Party Partner and request from them an appropriate remediation plan which must be presented together with appropriate time and action summary for the work involved to Ted Baker's Ethics and Sustainability Team.

If the non-compliances are deemed to be high risk, the factory will not be approved for production until the issues have been remediated.

Notwithstanding any other rights or remedies available to Ted Baker, Ted Baker may cancel orders and/or terminate business with Third-Party Partners who (i) fail to submit a Social Compliance Audit; (ii) fail to comply and/or evidence their compliance against the above listed methodologies; or (iii) fail to achieve the required standards within appropriate and agreed timescales.

For the avoidance of doubt, in the event of critical non-compliances being identified, production and/or advertising and/or onward sale will not go ahead until remediation has been proven.

ANIMAL WELFARE

The Third-Party Partner must comply with national laws and industry standards related to animal welfare. Third-Party Partners must respect animal welfare and work progressively towards adopting healthy and humane practices towards animals based on the Farm Animal Council Five Freedoms and other best available standards.

BANNED MATERIALS LIST

Third-Party Partners must comply with local and national laws related to animal welfare. All materials used in Ted Baker products or Ted Baker branded products must comply with the following regulations:

- (a) no real **fur** within any products or collection;
- (b) no **Alpaca, Angora or Mohair** in any products or collections;
- (c) no skin from animals that have been boiled or skinned alive nor **Karakul, Slink** or other **leathers that are from unborn animals**;
- (d) no materials sourced from flora and fauna listed on the Convention of International Trade in Endangered Species of Wild Flora and Fauna or the International Union for the Conservation of Nature;
- (e) no sourcing of feather or down from birds that have been plucked whilst alive;
- (f) no **mulesing**;
- (g) All leather, hair on hide or hair on skin used to be sourced as the by-product of meat production.

CERTIFICATION OF SUSTAINABLE MATERIALS

All Ted Baker labelled and/or branded products which come from a more sustainable or responsible source need to be accompanied by appropriate certification.

The Certification will need to include all relevant pieces of documentation which are verified by a third-party audit company, such as Control Union. This set of certification include:

- **Scope Certification:** Verify the facility/factory used in the production is certified to supply and process according to the sustainable/responsible in question
- **Transaction Certification:** Transaction Certification should be issued for each order placed showing the transportation of certified goods up the supply chain. This certificate shall state a reference to the product ordered, stating at a minimum one of the following: PO Number, Style Reference or Fabric Number of the certified material or product.

Where applicable, Third-Party Partners are required to and responsible for collecting certification documentation when bulk fabric or material has been produced. The documentation needs to be safely stored and available for Ted Baker's internal teams to carry out spot-checks.

For high risk materials, such as Down and Feathers certification must be shared with Ted's Ethics and Sustainability team before any bulk production is carried out.

All certification shall be sent to Ethical.Sustainable@TedBaker.com

REQUIRED CERTIFICATION:

FEATHER AND DOWN – required for all feather and down products

The **Responsible Down Standard (RDS)** is the minimum requirement for all down and feather used in Ted Baker products and/or Ted Baker branded products.

Before any down or feather is used in production, Ted Baker's internal Ethics and Sustainability team will approve Scope Certification of the factory producing the products. Transaction Certification is then required by Ted's Sustainability Team as soon as bulk order is produced.

Re:Down Recycled Down is an approved alternative for down and feathers used in Ted Baker products and/or Ted Baker branded products.

Before any Re:Down is used in production, Ted Baker's Ethics & Sustainability team will approve Scope Certification of the factory producing the products. Transaction Certificates specifying "NATURTEX" as the producer of the recycled down is required by Ted's Ethics & Sustainability team as soon as bulk order is produced.

RECYCLED MATERIALS

e.g. Recycled Polyester, Recycled Cotton, Recycled Wool, Recycled Polyamide

All recycled materials purchased by Ted Baker requires certification documents according to the Global Recycled Standard (GRS) or Recycled Claim Standard (RCS).

ORGANIC MATERIALS

e.g. Organic Cotton, Organic Wool, Organic Linen

All organic materials purchased by Ted Baker requires certification documents according to the Global Organic Textile Standard (GOTS) or Organic Claim Standard (OCS).

LENZING MATERIALS

e.g. Tencel™ Lyocell, Tencel™ Modal, EcoVero Viscose, ReFibra

Lenzing is an Austrian fibre manufacturing company with a focus on sustainable production. To ensure that the Viscose, Lyocell or Modal is produced by Lenzing, Ted Baker will require a Lenzing Certificate including a Lenzing Number for the fabric. This also needs to include the fabric composition for the purchased product

RESPONSIBLE ANIMAL FIBRES

e.g. Responsible Wool (RWS), Responsible Cashmere, SFA Cashmere

All responsible animal fibres used in Ted Baker products or Ted Baker branded products will require certification documents according to the relevant Standard. This includes, but is not limited to: Responsible Wool Standard (RWS), SFA Cashmere Standard, or other approved standard certifying more responsible animal fibre production.

CERTIFICATION FOR TANNERIES

e.g. Leather Working Group (LWG)

When using responsible leather from an audited tannery facility certification documents are required. Ted Baker's preference is for suppliers or subcontractors of Third-Party Partners to source from tanneries who are LWG audited. All LWG tanned leather require an in-date LWG certificate for each tannery site used

NEXT STEPS

The documentation will be submitted to the Ethics & Sustainability team for review and approval by the Ethics and Sustainability Manager.

Where all appropriate criteria are met, the Production team will receive authorisation to progress supplier set up and develop the business relationship.

APPENDIX 1

TED'S SUSTAINABLE CERTIFICATION
GUIDELINES

TED BAKER'S SUSTAINABILITY REQUIREMENTS

At Ted, we're committed to producing beautiful clothing whilst reducing our environmental impact. High on the list of our priorities is finding ways to reduce our carbon, water and waste footprint.

Fibre and fabric selection and the way we use materials has a huge role to play. Accordingly, we've set some ambitious targets to set us on the path towards continuous improvement in the years to come.

We have committed to 100% of our materials to be from more sustainable or responsible sources by 2030.

In addition to this, Ted has set targets for the next few years including:

- 100% of our cotton is organic, recycled or BCI Cotton by 2024.
- 100% of our leather is to come from LWG or equivalent certified tanneries by 2025.
- 100% of our regenerated cellulose will come from FSC or PEFC Certified forests, with a further 50% produced through sustainable production methods by 2025.

As our Third-Party Partner, we expect adherence to our targets by sourcing more sustainable OR responsible options to conventional materials. The following guide highlights what documentation is required from our Third-Party Partners when buying more sustainable or responsible materials.

THIRD PARTY CERTIFICATION REQUIREMENTS

All Ted Baker labelled products which come from a more sustainable or responsible source need to be accompanied by appropriate certification.

The Certification will need to include all relevant pieces of documentation which are verified by a third-party audit company, such as Control Union. The following pages in this Guide highlights what the documentation requirements are.

Suppliers must send certification documentation to JV and Licensee Partners proving the validity of the more sustainable or responsible fibre or material, ensuring Ted Baker can make accurate claims about said materials.

The JV and Licensee Partners are required to collect this certification documentation when bulk fabric or material has been produced. The documentation needs to be safely stored and available for Ted's internal teams to carry out spot-checks. For high-risk materials like Down, a Responsible Down Standard (RDS) certification is required by Ted's teams before production commences. Please see further details in "Responsible Down Standard" requirements.

Please always forward your certification documents to your PC Contact and Ethical.Sustainable@TedBaker.com

RESPONSIBLE DOWN STANDARD (RDS)

The Responsible Down Standard is the minimum requirement for all down and feather used in Ted Baker products. Before any down or feather is used in production Ted Baker's internal Ethics and Sustainability Team will need to approve Scope Certification of the factory producing the products. This applies to all JV and Licensee businesses. In addition to Scope Certification before production commences, Ted Baker require the additional documentation when bulk production has started:

SCOPE CERTIFICATE

A Scope Certificate shows that a specific supplier is certified by a third-party (like Control Union) to supply and process according to the responsible materials. Each facility where a production step of this material occurs is inspected by the third-party auditor to confirm this, and they are given a "Scope Certificate" or a "Certificate of Compliance". For RDS products, Ted places a strong preference for each facility (including Garment Factory) to be certified according to the RDS standard.

This submitted Scope Certificate needs to be valid for the period in which our fabric or fibre was produced within that facility.

TRANSACTION CERTIFICATES

Transaction Certificates are issued each time goods changed ownership in the supply chain. These are issued by a third-party certification body and guarantee a chain of custody for specific transactions by showing the amount of materials transferred between different actors in the supply chain. Ted Baker needs to receive a Transaction Certificate for each order of certified goods.

For Ted Baker's Transaction Certificates the "buyer" of the product needs to either state Ted Baker or alternatively the Factory name of our 1st tier supplier, with Ted Baker stated as the Consignee.

This certificate also needs to state a reference to the order placed by Ted, stating at a minimum one of the following: PO Number, Ted Style Reference or Fabric Number of the certified material or product.

PURCHASE ORDER OR INVOICE

In addition to the two certificates above, Ted Baker also need Purchase Orders or Invoices to show a direct link between the fabric supplier (mill) and the factory (supplier) for the order.



RECYCLED MATERIALS

e.g. Recycled Polyester, Recycled Cotton, Recycled Wool, Recycled Polyamide

All recycled materials sold to Ted Baker requires certification documents according to the Global Recycled Standard (GRS) or Recycled Claim Standard (RCS).

These certifications need to encompass the following set of certification documentation:

SCOPE CERTIFICATE

A Scope Certificate shows that a specific supplier is certified by a third-party (like Control Union) to supply and process recycled materials. Each facility where a production step of the recycled material occurs is inspected by the third-party auditor to confirm this, and they are given a "Scope Certificate" or a "Certificate of Compliance". This submitted Scope Certificate needs to be valid for the period in which our fabric or fibre was produced within that facility.

TRANSACTION CERTIFICATES

Transaction Certificates are issued each time goods changed ownership in the supply chain. These are issued by a third-party certification body and guarantee a chain of custody for specific transactions by showing the amount of materials transferred between different actors in the supply chain. Ted Baker needs to receive a Transaction Certificate for each order of certified goods.

For Ted Baker's Transaction Certificates, the "buyer" of the product needs to either state Ted Baker or alternatively the Factory name of our 1st tier supplier.

This certificate also needs to state a reference to the order placed by Ted, stating at a minimum one of the following: PO Number, Ted Style Reference or Fabric Number of the certified material or product.

PURCHASE ORDER OR INVOICE

In addition to the two certificates above, Ted Baker also need Purchase Orders or Invoices to show a direct link between the fabric supplier (mill) and the factory (supplier) for the order.



ORGANIC MATERIALS

e.g. Organic Cotton, Organic Wool, Organic Linen

All organic materials sold to Ted Baker requires certification documents according to the Global Organic Textile Standard (GOTS) or Organic Claim Standard (OCS).

These certifications need to encompass the following set of certification documentation:

SCOPE CERTIFICATE

A Scope Certificate shows that a specific supplier is certified by a third-party (like Control Union) to supply and process organic materials. Each facility where a production step of the organic material occurs is inspected by the third-party auditor to confirm this, and they are given a "Scope Certificate" or a "Certificate of Compliance".

This submitted Scope Certificate needs to be valid for the period in which our fabric or fibre was produced within that facility.

TRANSACTION CERTIFICATES

Transaction Certificates are issued each time goods changed ownership in the supply chain. These are issued by a third-party certification body and guarantee a chain of custody for specific transactions by showing the amount of materials transferred between different actors in the supply chain. Ted Baker needs to receive a Transaction Certificate for each order of certified goods.

For Ted Baker's Transaction Certificates, the "buyer" of the product needs to at a minimum state the factory name of our 1st tier supplier and "Ted Baker" as the consignee

This certificate needs to state a reference to the order placed by Ted, stating at a minimum one of the following: PO Number, Ted Style Reference or Fabric Number of the certified material or product.

PURCHASE ORDER OR INVOICE

In addition to the two certificates above, Ted Baker also need Purchase Orders or Invoices to show a direct link between the fabric supplier (mill) and the factory (supplier) for the order.



LENZING MATERIALS

e.g. Tencel™ Lyocell, Tencel™ Modal, EcoVero Viscose, ReFibra

Lenzing is an Austrian fibre manufacturing company with a focus on sustainable production. By choosing Lenzing products we can guarantee that the raw material has been sustainably managed and that the chemicals and water used in the process are properly treated.

To ensure that the Viscose, Lyocell or Modal is produced by Lenzing Ted Baker require a Lenzing Certificate including a Lenzing Number for the fabric. This also needs to include the fabric composition for the purchased product.

EXAMPLE CERTIFICATE



www.lenzing.com

**WILL STATE SUPPLIER
INFORMATION AND
ADDRESS**

Lenzing Aktiengesellschaft
Werkstraße 2
4860 Lenzing, Austria
www.lenzing-fibers.com
Phone +43 7672 701 3273
Fax +43 7672 918 3273
E-Mail k.kaempfl@lenzing.com
Effective Date 2018/07/31

Certification Confirmation Letter In reference to application ID: CER182593

We hereby issue the Lenzing Certification for:

- Company: [REDACTED]
- Product name: [REDACTED]
- Composition: [REDACTED]

**WILL STATE COMPANY/SUPPLIER
AND PRODUCT INFORMATION**

Your sample has been tested according to our internal standard tests and complies with the requirements and preconditions as set out in the applicable Lenzing Certification Standard. We therefore issue the Lenzing Certification with the following Lenzing Certification Number:

[REDACTED] **LENZING CERTIFICATE NUMBER**

The company Soktas Dokuma İşletmeleri A.Ş. is entitled to use the Lenzing Certification Number

- as from the issuing date of this confirmation letter (the "Effective Date") for a fixed period of 2 years,
- in accordance with the Lenzing Certification and License Terms accepted by you in connection with your application for the Lenzing Certification.

With the Lenzing Certification Number one is entitled to apply for a Product License or other marketing materials within the Lenzing E-Branding Service, only in relation with the above stated product for which the Lenzing Certification was issued and in accordance with the Lenzing Certification and License Terms for the following Lenzing fiber types.

LENZING™ [REDACTED] **WILL STATE NAME OF MATERIAL**

as long as the above mentioned Lenzing Certification Number is valid.

RESPONSIBLE ANIMAL FIBRES

e.g. Responsible Wool (RWS), Responsible Cashmere, SFA Cashmere

All responsible animal fibres used in Ted Baker products requires certification documents according to the relevant Standard. This includes, but is not limited to: Responsible Wool Standard (RWS), SFA Cashmere Standard, or other approved standard certifying more responsible animal fibre production.

These certifications need to encompass the following set of certification documentation:

SCOPE CERTIFICATE

A Scope Certificate shows that a specific supplier is certified by a third-party (like Control Union) to supply and process according to the responsible materials. Each facility where a production step of this material occurs is inspected by the third-party auditor to confirm this, and they are given a "Scope Certificate" or a "Certificate of Compliance".

This submitted Scope Certificate needs to be valid for the period in which our fabric or fibre was produced within that facility.

TRANSACTION CERTIFICATES

Transaction Certificates are issued each time goods changed ownership in the supply chain. These are issued by a third-party certification body and guarantee a chain of custody for specific transactions by showing the amount of materials transferred between different actors in the supply chain. Ted Baker needs to receive a Transaction Certificate for each order of certified goods.

For Ted Baker's Transaction Certificates the "buyer" of the product needs to either state Ted Baker or alternatively the Factory name of our 1st tier supplier.

This certificate also needs to state a reference to the order placed by Ted, stating at a minimum one of the following: PO Number, Ted Style Reference or Fabric Number of the certified material or product.

PURCHASE ORDER OR INVOICE

In addition to the two certificates above, Ted Baker also need Purchase Orders or Invoices to show a direct link between the fabric supplier (mill) and the factory (supplier) for the order.



CERTIFICATION FOR TANNERIES

e.g. Leather Working Group (LWG)

When using responsible leather from an audited tannery facility certification documents are required.

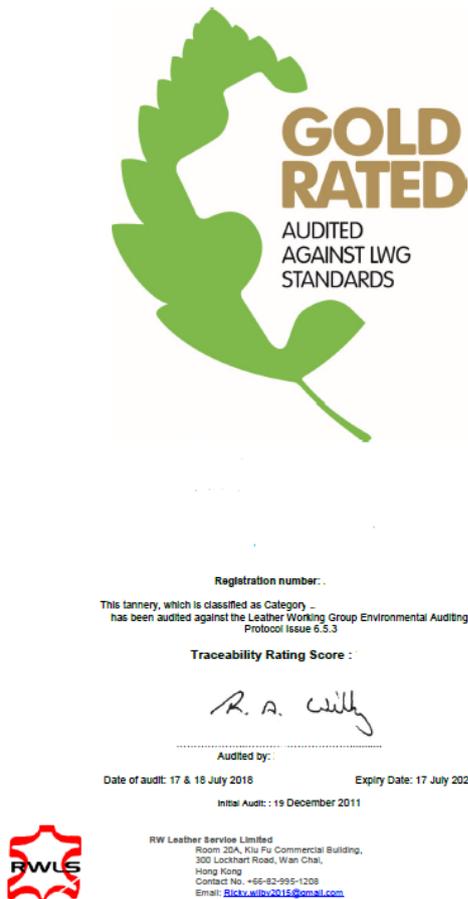
Ted Baker's preference is for suppliers to source from tanneries who are LWG audited. All LWG tanned leather require an in-date LWG certificate for each tannery site used. See example below.

If a tannery site is audited against another independent environmental audit with equivalent waste, water and chemical management standards as the LWG protocol, please send certification documents for Ted Baker to review.

PURCHASE ORDER OR INVOICE

In addition to the audit document for the tannery site, Ted Baker also require Purchase Orders or Invoices to show a direct link between the tannery and our factory (supplier) for the order.

EXAMPLE CERTIFICATE



LWG ENVIRONMENTAL STEWARDSHIP AUDIT

CERTIFICATION EXAMPLES

CERTIFICATE OF COMPLIANCE (Scope Certificate)

N° **xxxxxx**

[Certification Bodies Name] declares that

NAME OF CERTIFIED COMPANY

Address

has been inspected and assessed according to the

GLOBAL RECYCLE STANDARD V2.1 (GRS V2.1)

and that products of the categories as mentioned below (and further specified in the annex) comply with this standard:

Product categories: **[Terminology for basic product category terms as provided for in the policy, for specification prefixes and terminology following the samples of the provided excel list can be used]**

Processing steps / activities carried out under responsibility of the above mentioned company (by the operations as detailed in the annex) for the certified products:

[List of processing steps/activities, terminology to be used from provided list]

This Certificate is valid until: **dd / Month / yyyy**

Place and Date of Issue

Stamp of the issuing body

Standard's Logo

[Signature]



Name of the authorised person

This certificate cannot be used as a transaction certificate.

The issuing body can withdraw this certificate before it expires if the declared compliance is no longer guaranteed.

[Optional: A sentence that references the certificate to stipulations of the contract with the licensee and/or clauses of certifier's scope specific stipulations]

Accredited/Licensed by: [name of accreditation body], Accreditation N°: [xxxx]

[If applicable: This electronically issued document is the valid original version]

CERTIFICATION EXAMPLES
Transaction Certificate

**TRANSACTION CERTIFICATE (TC) FOR TEXTILES PROCESSED
ACCORDING TO THE GLOBAL ORGANIC TEXTILE STANDARD (GOTS)**

<p>1. Body issuing the certificate (name and address)</p> <p>Name of CB's issuing office Address</p>	<p>2a) licensing code of the certification body</p> <p>GOTS-[CB]-[no.]</p> <p>2b) Reference number of the certificate</p> <p>[Licensee no. of seller]-[TC no.]</p>
<p>3. Seller of the product(s) (name and address)</p> <p>Name of seller of certified product(s) Address</p>	<p>4. Inspection body (name and address)</p> <p>Name of inspection body Address</p>
<p>5. Last processor of the product(s) (name and address)</p> <p>Name of last processor of certified product(s) Address</p>	<p>6. Country of dispatch</p> <p>Country of dispatch</p>
<p>7. Buyer of the product(s) (name and address)</p> <p>Name of buyer of certified product(s) Address</p>	<p>8. Consignee of the product (Address of the place of destination)</p> <p>Name of Consignee Address</p> <p>9. Country of destination</p> <p>Country of destination</p>
<p>10. Product and shipment information</p> <p>Minimum Information:</p> <ul style="list-style-type: none"> - Units and names of the product(s) as they appear on the invoice - Label grade, if applicable (e.g. for GOTS: 'organic' or 'made with organic', for OE: OE 100 or OE Blended) - Fibre material composition of the product(s) (% of each fibre in the product by weight) - Invoice number and date - Reference to transport document (number, date, transport company, truck no, container no) <p><i>[If more space is required:]</i> information is continued in box 17 on page 2 of this TC</p>	<p>11. Gross weight (kg)</p> <p style="text-align: center;">kg</p> <p>12. Net weight (kg)</p> <p style="text-align: center;">kg</p> <p>13. Commercial weight (kg)</p> <p style="text-align: center;">kg</p>
<p>14. Declaration of the body issuing the certificate</p> <p>This is to certify that, based on the relevant documentation provided by the seller named in box 3, (i) the [fibre material name(s)] used for the product(s) as further detailed / referred to in box 10 and quantified in box 11, 12 and 13 has been produced in accordance with (an) organic farming standard(s) which is/are recognized by the Global Organic Textile Standard (GOTS), and (ii) the products have been processed in accordance with GOTS. Compliance with the standard is audited and monitored systematically in an accredited certification system under responsibility of the certification body named in box 1.</p>	
<p>15. Additional declarations</p> <p>Certification of the organic fibres used for the products listed complies with USDA NOP rules <input type="checkbox"/> yes <input type="checkbox"/> no (relevant information for products marketed and sold in the US; obligatory information for any GOTS TC)</p>	
<p>16. Place and date of issue</p> <p>Signature of the authorised person of the body detailed in box 1</p> <p>Name</p>	<p>Stamp of the issuing body</p> <p>Logo of the Standard</p> <div style="text-align: center;">  </div>