

## O'Brien Fine Foods - Quality Manual

Date Of Issue - 01.05.2021

Page 1 Of 3 Rev 1

Issued By Nick Reynolds



Subject: Responsible Sourcing Policy

Approved By Louise Brennan

### Responsible Sourcing Policy

#### Our Commitment and Our Principles:

We believe that it is our responsibility to source products from suppliers that are aligned to our values and operate to the same standards of integrity to which we hold ourselves. Responsible sourcing is a fundamental pillar of our purpose allowing us to bring better quality foods to everyone everyday while enhancing quality of life and protecting our planet.

We can achieve our Purpose by focusing on the 3 Pillars: Better Sourced, Better Made and Better For You and in turn make a positive difference to society.

We are committed to working with our suppliers to source better products while using our purchasing principles of Quality, Sustainability, Service, Innovation, Provenance, and Price.

#### Introduction

Our supply base is one of our most important strategic resources. Supply of high-quality raw materials is essential to ensuring the long-term sustainability of our business and exceeding our customer' requirements. It is important to know where all our raw materials come from and how they are produced. We want to have open and honest relationships with our suppliers who are continually developing opportunities in areas of sustainability.

In line with our purchasing principles, we will look more favourably on suppliers that can provide solutions and help us achieve our sustainability goals.

O'Brien Fine Foods responsible sourcing policy demonstrates our commitment to leadership in sustainability and addresses the following key elements:

- Fair working conditions
- Plant and Process Safety
- Product Quality & Safety
- Supply Chain Transparency
- Environmental and Biodiversity impact reduction
- Innovation

Our suppliers must ensure sustainable and ethical business practices through their policies, targets, management systems and processes, striving for continuous improvement in their sustainability performance. Suppliers must be able to provide us with sustainability information through an agreed reporting process.

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Our suppliers must comply with applicable laws, rules, and regulations as well as the standards relevant for their business. This requires systematic documentation and records. Non-conformities must be identified and addressed through appropriate controls.

O'Brien Fine Foods suppliers are assessed with respect to their ability to meet product specifications. We will conduct audits to evaluate suppliers operational, environmental, and ethical performance.

Where challenges arise, we will work with our suppliers to meet the defined requirements through agreed corrective action in line with our codes of conduct.

The Responsible Sourcing Policy addresses the following key elements which are also outlined in our supplier code of conduct.

### 1. Fair working conditions:

Our suppliers are required to ensure fair working conditions. This includes:

- Giving employees the right to rest and recuperate and providing them with fair compensation and benefits.
- Prohibiting discrimination relating to, but not limited to, race, colour, gender, sexual orientation, religion, political affiliation, trade union membership, disability, nationality, social origin, or age.
- Respecting the rights of employees to freedom of assembly and association.
- Prohibiting child labour
- Demonstrating zero tolerance for forced labour

### 2. Plant and process safety:

The design and operation of our suppliers' production plants and manufacturing processes must be safe for their employees, the public and the surrounding communities. Risk assessments must be carried out for all production facilities. Processes that may lead to serious incidents must be identified, and their hazards and risks must be thoroughly analysed. Adequate corrective actions must be taken to minimize identified risks.

### 3. Product quality & safety

Our suppliers' products must be safe for their intended use in terms of human health and the environment. They must also meet the agreed product specifications. We are committed to using suppliers that will go beyond the regulatory requirements. We will promote suppliers that are leaders in animal welfare and require that slaughter and processing plants always adhere to best practices.

### 4. Environmental impact reduction and Biodiversity

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Page 1 Of 3 Rev 1

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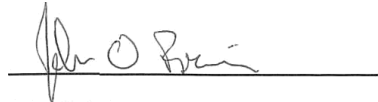
O'Brien Fine Foods are committed to reducing its environmental footprint in areas such as carbon, energy, waste, and water as well as driving progress toward a circular economy. We expect our suppliers to support us in achieving our goals and to set themselves targets that are as ambitious as our own. We want to engage with suppliers that support local, biodiversity, and we want to share ideas and work together to create a healthy ecosystem.

### 6. Supply chain transparency

O'Brien Fine Foods strive to create supply chains with complete traceability to assess and monitor associated risks. We expect our suppliers to be sure of the integrity of their own supply ensuring that they also adhere to our policy and codes of conduct.

### 7. Innovation

O'Brien Fine Foods want to encourage our suppliers to be creative and to continuously look at ways of improving their products and process by embracing new and innovative technologies. We want to work with suppliers that can solve problems or provide solutions via creative thinking or investment in new technologies.



John O'Brien, **Managing Director**

May 2021