



*H & R SCREW MACHINE PRODUCTS, INC.
5566 220th
REED CITY, MI 49677*

CODE OF CONDUCT

Labor and Human Rights

H&R Screw Machine Products, Inc. (referred to as H&R) must uphold the human rights of workers and treat them with dignity and respect as understood by the international community.

1. Prevention of Involuntary Labor – H&R shall not use any form of forced, bonded, indentured or prison labor. All work must be voluntary and workers shall be free to leave work or terminate their employment with reasonable notice. Suppliers shall ensure that third party labor agencies providing workers are compliant with the provisions of this Code and sending/receiving goods country laws, whichever is more stringent in its protection of workers.
2. Prevention of Slavery and Human Trafficking – H&R must comply with all applicable laws, rules and legal regulations prohibiting slavery and human trafficking in its own business, as well as in its supply chain.
3. Prevention of Under Age Labor - Child labor is strictly prohibited. The minimum age for employment shall be 16 years of age, the minimum age for employment in the relevant country, or the age for completing compulsory education in the relevant country, whichever is higher. H&R may employ juveniles who are older than the applicable minimum age for employment, but are younger than 18 years of age, provided they do not perform work likely to jeopardize their health, safety or morals, consistent with ILO Minimum Age Convention No. 138.
4. Antidiscrimination – H&R shall not discriminate against any worker based on age, race, color, sex, sexual orientation, gender identity or expression, transgender status, religion, national origin, ancestry, citizenship, disability, veteran or marital status, genetic information, pregnancy, childbirth or related medical conditions, or any other applicable status protected by national, state or local law. This includes hiring and employment practices such as applications for employment, promotions, rewards, access to training, job assignments, wages, benefits, discipline and termination.
5. Fair Treatment – H&R must be committed to a workplace free of harassment and shall not threaten workers with or subject them to harsh or inhumane treatment, including sexual harassment, sexual abuse, corporal punishment, mental coercion, physical coercion, verbal abuse or unreasonable restrictions on entering or exiting company provided facilities.