



## Vendor Code of Conduct

Stein Mart is committed to conducting all business affairs in a socially responsible manner - adhering to all legal requirements and standards of the countries and states in which we do business. We insist our vendor partners share this commitment. Therefore, the following requirements are *Standard Terms and Conditions of Purchase* for all current and future vendor partners. For the purposes of this document, the term "Vendor partners" includes those with whom we conduct business directly, who provide goods and/or services intended for sale, use, or benefit by Stein Mart.

Stein Mart acknowledges there are drastic legal and cultural differences between countries throughout the world. Should the legal requirements and standards conflict, vendor partners must, at minimum, be in compliance with the requirements of the country in which the products are manufactured.

### **Stein Mart will NOT knowingly accept product which does not comply with the following legal requirements.**

All product MUST:

- List accurate country-of-origin.
- Meet or exceed all applicable safety requirements mandated by CPSIA (Consumer Product Safety Improvement Act).
- Pass independent 3<sup>rd</sup> party quality assurance testing which validates the product quality and ensures the absence of potential health/safety issues. Possible issues include, but are not limited to, flammability, existence of small parts or sharp edges, lead content, and the presence of banned or hazardous substances.

### **Stein Mart will NOT knowingly accept product which was:**

- Manufactured using convict, forced, or indentured labor.
- Manufactured using child labor.
- Manufactured in violation of any applicable labor, workplace safety or environmental law or regulation.
- Manufactured using materials whose production, mining or procurement can be associated with organizations linked to human rights violations.

### **Stein Mart will NOT knowingly engage or continue in business relationships with vendors who:**

- Fail to provide all workers with wages and benefits which comply with applicable law or match the prevailing local manufacturing practices, whichever is higher.
- Fail to provide all workers with clean, safe and healthy work environments.
- Fail to limit working hours to the maximum allowed by local law.
- Fail to ensure all residential and living areas provided, comply with local safety and sanitation requirements.
- Fail to ensure all suppliers, contractors, and subcontractors also adhere to the requirements detailed in Stein Mart's Vendor Code of Conduct.
- Utilize corporal punishment or other mental or physical disciplinary actions.

### **In addition to the above, Stein Mart expects our vendors will adhere to the following:**

Employment practices:

- Vendors will employ workers without regard to age, race, religion, color, gender, and nationality, or marital status.

Environmental practices:

- Stein Mart prefers vendor partners who are environmentally conscious and committed to the protection and preservation of the environment. Vendor partners must adhere to all environmental laws and standards.

#### Manufacturing and Logistics practices:

- Stein Mart relies on our vendor partners to conduct regular, independent, 3<sup>rd</sup> party inspections of all factories and facilities used in the production, packaging, and transport of product intended for sale, use, or benefit by Stein Mart. In the event a factory or facility is found to be in violation of any of the above – the vendor has agreed to notify Stein Mart and take immediate corrective action. Stein Mart reserves the right to make unannounced visits to all facilities producing/handling our product at any time; although we may only exercise this right if we discover facts which lead us to suspect a violation of our policy. We also reserve the right to contract an independent third party of our choice, to ensure compliance with Stein Mart's Code of Conduct. Should Stein Mart identify violations, to any of the fore mentioned requirements, Stein Mart has the authority to take immediate corrective actions including but not limited to the following:
  - Immediate cancelation of all existing contracts and/or purchase orders.
  - Suspension of business activity until Stein Mart is assured the supplier or its contractor has corrected the issue and taken all necessary action to prevent future violations.
  - Termination of the business relationship.
  - Report illegal activity to the appropriate authorities.

#### Conflicts of Interest:

- Stein Mart vendors must conduct their business interactions and activities with integrity and avoid the appearance of or actual improprieties or conflicts of interest. Unless approved in writing by Stein Mart, vendors must not deal directly with any Stein Mart associate who has a personal financial interest in the vendor or whose spouse or other family member has a personal financial interest in the vendor. Dealing directly with a vendor personnel's spouse or other family member employed by Stein Mart is also prohibited, unless approved in writing by Stein Mart.

#### Gifts:

- Stein Mart believes that gifts, however well intended, can create the potential for, or perception of, conflicts of interest. It is therefore our policy to prohibit the exchange of gifts having greater than a nominal value (\$50.00) between our vendor partners and our associates. However, participating in business related functions, including the acceptance of lunches, or other meals, or gifts of food to be shared with other department members, is a normal and permissible practice.

#### IT Security:

- Vendors must comply with all Stein Mart requirements and procedures for maintaining passwords, confidentiality, security and privacy as a condition of providing Stein Mart with goods or services or receiving access to Stein Mart networks, systems and buildings.

#### Reporting Questionable Behavior:

- If you wish to report questionable behavior or a possible violation of the Vendor Code of Conduct, you are encouraged to work with your primary Stein Mart contact in resolving your concern. If that is not possible or appropriate, please contact Stein Mart through any of the following methods:
  - **Phone:** Stein Mart Ethics Hotline at (855) SMT-LINE (855-768-5463).
  - **Mail:** Send a letter to the General Counsel of Stein Mart, Mitchell W. Legler at 1200 Riverplace Blvd., Jacksonville, FL 32207.
- Stein Mart will maintain confidentiality to the extent possible and will not tolerate any retribution or retaliation taken against any individual who has, in good faith, sought out advice or reported questionable behavior or a possible violation of this Vendor Code of Conduct.