

# VENDOR CODE OF CONDUCT FOR THE SIMPLY GOOD FOODS COMPANY

Updated September 2021

---

At **The Simply Good Foods Company** (“Simply Good Foods”), we take great pride in operating with high ethical standards. Our stakeholders expect us to continue to uphold high standards of conduct and we expect all of our business partners to do the same. Accordingly, all current and pending vendors of Simply Good Foods (including its affiliates) must comply with the standards and expectations of this Vendor Code of Conduct. In addition, all upstream business partners of any vendor must also act in accordance with this Code of Conduct.

We will cooperate with vendors to drive continuous improvement in all areas of this Code of Conduct, and vendors will be asked to update the company from time to time as requested as to the status of improvements. All vendors must be able to demonstrate compliance with this Code of Conduct upon our request, and we expect our vendors to take prompt action to correct any issues of non-compliance. We reserve the right to terminate relationships with vendors that do not comply with this Code of Conduct.

## **BUSINESS INTEGRITY AND COMPLIANCE**

Doing the right thing is the cornerstone of our culture. As such, it is essential that all vendors comply with all applicable federal, state and local laws, including applicable codes, rules and regulations, as well as all applicable international compliance standards. All vendors must operate with high business integrity and respect our corporate policies around the conduct of our business, such as conflicts of interest, gifts and entertainment, and confidentiality.

We require that all current and potential vendors compete fairly for our business. Vendors may not offer or accept any kickback, bribe, or favor or use any improper influence when dealing with us, government officials, or any other parties relating to our business. We expect that vendors will disclose any relationships they may have with Simply Good Foods employees or an employee’s family member that might create a conflict of interest.

As a food company, all supply chain partners of Simply Good Foods are required to supply reliable and high quality products, ingredients and materials that meet all applicable quality and food safety standards, and to ensure vigorous food-safety and quality control systems are in place. We also expect our vendors to maintain financial and operational books and accounts in accordance with applicable regulatory requirements, including documentation related to food safety and supply chain traceability.

## **HEALTH AND SAFETY**

Ensuring the proper health and safety of individuals is of utmost importance to Simply Good Foods. Vendors must provide safe and healthy working environments for all employees and consultants. Vendors should also take proactive measures toward accident prevention and safety. Employees of any vendor shall have the right to refuse and report unsafe or unhealthy working conditions. We expect vendors to meet or exceed applicable laws and industry standards regarding safe and healthy working conditions.

## **HUMAN RIGHTS & EMPLOYMENT PRACTICES**

Simply Good Foods supports a diverse and inclusive workforce and prefers to work with vendors who share this value. We also believe the protection of human rights throughout our supply chain is vital. We expect vendors to treat their employees with respect and dignity, and to promote a work environment that is free of discrimination, harassment, forced labor or abuse of any kind. Our vendors are required to prohibit slavery, involuntary labor, economic exploitation of child labor and human trafficking from their operations and supply chains.

Vendors may not employ children less than 15 years of age, or 14 years of age where local law allows. Young employees under the age of 18 should not work at night, in hazardous conditions or in work that interferes with schooling. We also expect vendors to meet or exceed all applicable employment laws governing work hours, vacation, leave and holidays. Vendors must pay their employees in a timely fashion and ensure that work schedules and overtime are consistent with all applicable laws, including maximum hour and rest period laws.

No vendor may unlawfully retaliate against employees who report a compliance or ethical issue or who cooperate in good faith with the investigation of a report or complaint.

## **ENVIRONMENTAL MATTERS**

At Simply Good Foods, one of our goals is to work to reduce any adverse environmental impact from our operations.<sup>1</sup> In addition to complying with all applicable environmental laws, we expect vendors to continually improve their own environmental performance and to conduct their operations in a way that reduces adverse impact on the environment, particularly regarding water usage, energy usage, emissions and solid waste. Vendors should avoid sourcing materials, directly or indirectly, that contribute to deforestation of high conservation value areas, or interfere with the habitats of endangered species.

We seek to partner with vendors who share our set of ethical standards and goals. We expect our vendors to drive sustainability initiatives and strive towards reducing their environmental impacts and improve working conditions in facilities. Vendors must conduct their business with a high level of integrity and maintain transparent and accurate records which we may request from time to time.

## **REPORTING**

Anyone who believes a party has engaged in illegal or otherwise improper conduct under this Vendor Code of Conduct should immediately report the matter via our toll free Ethics Hotline at [www.simplygoodfoods.ethicspoint.com](http://www.simplygoodfoods.ethicspoint.com) or 1-877-767-5285 (in the US). For international numbers, please log into [www.simplygoodfoods.ethicspoint.com](http://www.simplygoodfoods.ethicspoint.com) and choose your country from the drop-down menu. Any reporter under this Code of Conduct may choose to be anonymous.

## **ACCEPTANCE**

Acceptance of purchase orders or work orders from Simply Good Foods, including its affiliates, constitutes acceptance of this Vendor Code of Conduct and intention to comply with its requirements.

---

<sup>1</sup> For example, our corporate headquarters was the first multi-tenant property in the Mountain Time Zone to earn LEED-EB O&M Gold Certification and the building has earned an Energy Star rating every year since 2003 for improving and optimizing the building's energy efficiency. The building's Energy Star ranking places it in the top 6% in the nation.