

*These questions relate to the period since the COVID-19 outbreak. Please answer all questions and provide YES, NO or numerical answers where requested. We also welcome additional information and context.*

### **Factory closures**

1.a. Are you keeping a list of factories that have closed in your supply chain since March 2020, (including those that you stopped sourcing from during the pandemic) **Yes/N**

Please refer to the attached list

b. Is your company willing to share a list of closed factories, including names and addresses? (Please share list here or as an attachment) **Yes**

c. Are you willing to provide BHRRC with updated lists in the future? **Yes/N**

As a signatory to the transparency pledge, we also share our factory list on biannual basis on our [website](#).

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### **Worker wage and severance payments**

2.a Have you received reports of non-payment of full salaries for workers in your supply chain? **Yes /N**

b. Is your company actively involved in resolving each of these payment disputes? **Yes /N**

3.a. When garment workers lose their jobs, are you monitoring if workers are receiving any outstanding wages, legally mandated severance, and unemployment benefits? **Yes /N**

b. Is your company actively involved in ensuring workers are paid outstanding wages, severance, and benefits? **Yes /N**

We have been monitoring our factories regularly to ensure workers are being paid their legal wages (including any bonuses, e.g. Eid). We have also followed up through visits and where possible done worker interviews.

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### **Discriminatory dismissals and human rights violations**

4.a Have you implemented a pandemic-related policy with your suppliers to ensure vulnerable demographics of workers are not being disproportionately targeted for layoffs (e.g. union members & leaders, pregnant women, migrant workers)? **Y/No**

b. Are you tracking lay-offs and suspensions by demographic? **Y/No**

c. If Y can you provide a list of the categories being monitored?

d. If N, what steps are you taking to ensure discriminatory dismissals are not being carried out?

New Looks' Code of Conduct clearly states that we do not accept any kind of discrimination in the factories producing goods for us. No such demographic lay-offs and suspensions have been recorded or observed to date. We acknowledge that Covid-19 will cause additional vulnerabilities and we need to maintain risk assessment and vigilance through beyond audit activities.

5.a Are there one or more factories supplying your company where advocates have alleged workers have been criminally charged or imprisoned in violation of their human rights (freedom of expression, freedom of assembly & association, collective bargaining etc.)? **Y/No**

b. In all such cases, have all workers been released from custody with all charges dropped? **Y/N**

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### **Purchasing practices**

6. a. Have you implemented a new policy during the pandemic, specifying that your sourcing team must not ask for price reductions on new purchase orders relative to comparable items from last season? **Y/No**

b. If yes, can you share this policy with BHRRC?

c. If no, have you implemented any pandemic- related policy designed to ensure your sourcing staff do not pressure suppliers on price or production times and can you share this policy? **Y/ No**

7. a. What were your payment times prior to the pandemic (in days)? **Standard payment terms 75 days**

b. Have you extended these payment times for the current pandemic period? **Y/N**

**Standard payment terms have remained unless mutually agreed otherwise.**

c. What are the maximum number of days from invoice date within which you pay your suppliers currently (e.g. 30, 60, 90, 180 days)? **90 days unless mutually agreed otherwise.**

8. Have you committed to pay in full for all in-production and completed orders? **Y/N**  
**We have been working with our suppliers on individual basis.**

9. Have you requested a discount for any orders? **Y/No**

10. Are you supporting suppliers with access to local finance with a letter of credit or through other means? **Y/No**

**We work with suppliers on an individual basis and where necessary have supported with discussions with suppliers and their banks.**