

Contract

between

XertifiX e.V.

Arndtstr. 20, 30167 Hannover
(in the following: „XertifiX e.V.“)

and

(in the following: „Customer“)

Preamble

XertifiX e.V. promotes the production and distribution of natural stones from India, China and Vietnam, produced without illegal child and slave labor, in compliance with all ILO core labor standards, while at the same time gradually improving working conditions and protecting the environment according to the XertifiX criteria.

The XertifiX approach has the following objectives: to eliminate illegal child labor and slave labor by voluntarily monitoring the production of affiliated stone manufacturers and exporters, adherence to all ILO core labor standards in natural stone production, and the gradual (annual) improvement of working conditions for adult workers, as well as basic environmental protection. This is the purpose of an elaborated certification system of the XertifiX organization in India, China and Vietnam. The criteria are listed in detail in Appendix 3 to this contract.

XertifiX e.V. has the exclusive right of the EU registered XertifiX trademark, which forms part of the contract below. Registration in other countries is intended.

The customer intends to market natural stones produced and traded according to the XertifiX concept. For that purpose, the contracting parties agree:

§ 1

Proof of certified products

(1) Proof of compliance with the criteria required for certification shall be the mark shown in Appendix 1 (hereinafter referred to as "Certification Documents"). The association XertifiX is registered in Germany with the register court Hannover.

(2) The brand is available in the standard and PLUS versions.

(3) "Certified Products" are natural stones which are manufactured, purchased and / or marketed according to the criteria specified in this contract and provided with the Certification Documents. The requirements for the Certification Documents as standard or PLUS differ and are listed in Annex 4.

§ 2

contract territory

Contract territory is the EU. However, the customer may also use the certification certificate in other countries; for this he has to obtain the consent of XertifiX e.V.

§ 3

Suppliers

(1) The customer undertakes to purchase products with the Certification Documents only if they originate from authorized manufacturers or exporters, who in turn have expressed their willingness to cooperate with XertifiX e.V. in writing. The customer is at liberty to purchase and market non-certified products in addition to products with the certification certificate.

(2) XertifiX e.V. will inform the customer about violations of its trading partners and exporters. In the event of repeated grave violations of the conditions agreed in the country of origin, these lead to the withdrawal of XertifiX certification.

(3) In this case, XertifiX e.V. will notify the customer of any changes that are material to the customer within a reasonable period of time, usually at least three months before the relevant change takes effect.

§ 4

Fees

(1) The customer pays an annual fee to XertifiX e.V. for the commission of inspections or the certification of natural stones (see Appendix 2).

(2) Based on the information and the fee schedule, XertifiX will issue an invoice to the customer. Payment of the fees is due to proper invoicing by XertifiX e.V. net plus VAT immediately upon receipt.

(3) Payments are to be remitted 14 days from receipt of the invoice at the customer to the XertifiX account IBAN: DE73 4306 0967 7902 1305 00, BIC: GENODEM1GLS at the GLS Bank under the keyword "XertifiX fee" and the indication of the respective invoice number.

§ 5

Guidelines for the Use of the Certification Documents

(1) The customer receives a simple, non-exclusive and non-transferable right to use the Certified Products Certification Certificate in the contract area specified in § 3 under the conditions specified in this contract and to the extent specified in this contract.

(2) XertifiX eV undertakes to grant third parties a right to use the Certification Documents for

the certified products specified in § 1 paragraph (3) only if they are in the same way as the customer to comply with § 1 paragraph (2). in accordance with § 4 (1), § 5 (1) and (3), § 6 (1) and § 9 (2).

(3) The customer undertakes to reproduce on his website as well as in his catalogues and brochures the certification certificate in connection with the respective natural stones. A link to the website is to call XertifiX on request.

XertifiX e.V. undertakes to name the customer on the website and publicly as a source of supply. A link to the website is to call the customer on request.

(4) The customer undertakes to use the certification certificate exclusively for certified products (§ 1 paragraph (2)). He will refrain from anything that can cause or promote confusion with other than certified products.

(5) The customer will take care in his advertising measures that the certification certificate is used in a recognizable way in relation to the certified products. The customer is obliged to coordinate the factual statements on the XertifiX concept in planned advertising campaigns, sales promotions and other advertising material for certified natural stones before they are placed on the market for the first time with XertifiX e.V.

If the customer does not receive a written response from XertifiX e.V. within 7 working days of receipt, XertifiX e.V.'s consent to the submitted material will be deemed granted. XertifiX e.V. will not unreasonably refuse its consent.

(6) The customer must refrain from anything that might give the impression that the end user or other third parties have claims against XertifiX e.V. (contractual claims, product liability claims, etc.). If the customer violates this obligation and claims are subsequently asserted against XertifiX e.V., the customer is obliged to indemnify and indemnify XertifiX e.V.

The liability of the customer is excluded if XertifiX e.V. has given its consent in these cases. § 6 para. (3) applies accordingly.

(7) If the customer acts predominantly as import or wholesale, he undertakes to inform the resellers of the registered trademark protection of the certification certificate and the provisions of the preceding paragraphs (1) to (3).

§ 6

Intellectual property and competition infringements

(1) The customer undertakes to notify XertifiX e.V. of violations of the certification certificate that it becomes aware of immediately and to assist XertifiX e.V. in the prosecution of infringements. The customer is not obliged to participate in legal costs.

(2) Customer agrees to display the benefits of the XertifiX concept in a positive and truthful manner and to comply with the strict ethical advertising requirements.

(3) The customer shall immediately inform XertifiX e.V. of any infringement proceedings initiated by or against him concerning XertifiX e.V.

(4) XertifiX e.V. is obligated to maintain the trademarks at its own expense during the term of this agreement, to defend against all attacks by third parties and to prevent the filing of identical or confusable sign rights by third parties.

The customer will be informed immediately about possible attacks and other significant transactions.

XertifiX e.V. exempts the customer from all claims asserted by third parties against the customer due to the contractual use of the trademarks. If necessary, XertifiX e.V. will assume the reasonable costs of legal action / legal defense on the basis of the RVG. Should third parties assert claims against the customer, the latter undertakes to inform XertifiX e.V.

XertifiX e.V. warrants that the marks are in force and may be used in accordance with the terms and conditions of this contract.

§ 7

Contract duration

(1) The contract enters into force on

(2) The contract may be terminated with a notice period of three months to the end of the year. The period begins with the receipt of the termination notice. After expiry of the period, the customer can no longer obtain any natural stone products marked with the certification certificate.

(3) The right to termination without notice for cause remains unaffected.

An important reason that entitles XertifiX e.V. to termination without notice is in particular: Use or apply the certification certificate for stones not purchased from authorized producers. Intentional or repeated infringement of competition principles when promoting and distributing certified products under the XertifiX trademark.

Repeated default in the issue of billing, the payment of premiums or the submission of evidence in accordance with § 5 para. (1) and (2), if the act despite reminder and appropriate deadline (at least 14 days) was not made up.

Refusal to comply with the control and information rights of XertifiX e.V.

An important reason which entitles the customer to termination without notice is in particular a treatment of the customer by XertifiX e.V. according to § 2 para. (2), which significantly affects

the customer.

§ 8

Contract management

(1) The customer may order, advertise and sell certified products with Certification Documents until termination of the contract. This also applies to termination without notice by XertifiX e.V.

In the event of termination, XertifiX e.V. grants the other party the further sale of the certified products with Certification Documents that the customer has in stock at the time the contract is terminated or has already concluded binding, no longer unilaterally revocable acceptance obligations at the time the contract is terminated. A public advertising will be excluded after the end of the contract.

(2) Upon termination of the contract, the customer must submit a final invoice and, at the same time, the resulting premiums within 30 days of the date of receipt of the last authorized delivery pursuant to § 5 para. (3), plus the sell-out period defined in § 9 para. (1) and pay fees.

(3) After the contract has been terminated, the customer must either return or destroy all documents (print templates, advertising material, stickers with the certificate of certification, etc.) at the option of XertifiX e.V., free of charge, and prove the destruction. He is not entitled to a right of retention in this respect.

§ 9

Confidentiality

XertifiX e.V. has to maintain secrecy about the customer's affairs, customers, employees, managing directors or other third parties becoming aware of and becoming known during the contractual relationship. This duty of confidentiality does not extend to such knowledge, which is accessible to everyone, or whose disclosure to the customer is apparent without disadvantage. In case of doubt, however, technical, commercial or personal transactions and relationships that become known to XertifiX e.V. in connection with the execution of the contract shall be treated as business secrets. In such cases, prior to disclosure, XertifiX e.V. is required to obtain an instruction from the customer as to whether a particular fact is to be treated confidentially. The confidentiality obligation lasts after termination of the contract.

§10

Jurisdiction and applicable law

(1) Jurisdiction for all disputes arising from this contract is in accordance with XertifiX e.V. Hannover. XertifiX e.V. may also sue at a legal place of jurisdiction.

(2) The law of the Federal Republic of Germany applies exclusively to this contract and all

disputes arising therefrom.

§ 11

Final clauses

(1) The provisions of this contract apply mutatis mutandis and retroactively, if the customer with or without knowledge and approval of XertifiX e.V. has used products with the XertifiX mark before the conclusion of the contract.

(2) Appendices 1 to 4 form part of this contract. XertifiX e.V. is entitled, with a notice period of 3 months, to change the XertifiX criteria (Annex 3) by notifying the customer. In the event of such a change, the customer may terminate with effect as of the coming into effect of the announced change. The versions valid at the time of conclusion of the contract are attached.

(3) Amendments to this contract must be made in writing. Insofar as the contract can be unilaterally modified or adapted by XertifiX e.V., the written notification from XertifiX e.V. However, XertifiX e.V. may require the customer to confirm in writing the unilateral amendment of the contract and to issue an amended contract deed.

(4) An English translation was made of this contract. The German version is legally binding.

(5) Should individual provisions of this contract be or become ineffective in whole or in part, or should there be a gap in this contract, the remaining provisions of this contract remain valid. In place of the ineffective provision or instead of the gap, the effective provision which the parties would have agreed upon, if they considered the ineffectiveness or recognized the gap, shall apply.

Hannover, _____,

Dr. Walter Schmidt
CEO of XertifiX e.V.

Appendix 1 to the XertifiX-Contract

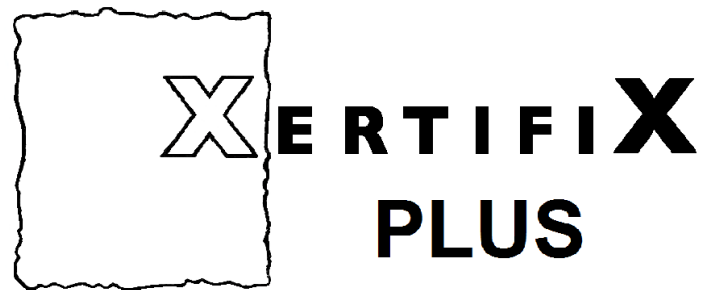
Mark:



In the version as a standard label



In the version as PLUS-Label



Appendix 2 to the XertifiX-Contract

Fees for the commissioning of controls / certification in India

*Trader's annual fee** between 3.000 and 12.000 €

Previous year's net import value from India to € 499,999 results in trader's annual fee of: 3.000 €
Previous year's net import value from India between € 500,000 and € 1,999,999 results in trader's annual fee of: 6.000 €
Previous year's net import value from India between € 2,000,000 and € 9,999,999 results in trader's annual fee of: 9.000 €
Previous year's net import value from India from € 10,000,000 results in trader's annual fee of: 12.000 €

*Fee * per audit day* 250 €

plus billing of any applicable flight costs (economy class) of the auditor within India
e.g. at production sites in Maharashtra or Kerala

Fees for the commissioning of controls / certification in China

*Trader's annual fee** between 3.000 and 12.000 €

Previous year's net import value from China to € 499,999 results in trader's annual fee of: 3.000 €
Previous year's net import value from China between € 500,000 and € 1,999,999 results in trader's annual fee of: 6.000 €
Previous year's net import value from China between € 2,000,000 and € 9,999,999 results in trader's annual fee of: 9.000 €
Previous year's net import value from China from € 10,000,000 results in trader's annual fee of: 12.000 €

*Fee * per audit day* 550 €

plus billing of any applicable flight costs (economy class) of the auditor within China
e.g. at production sites in North / Northeast China, such as Hebei, Shandong etc.

Fees for the commissioning of controls / certification in Vietnam

*Trader's annual fee** between 3.000 and 12.000 €

Previous year's net import value from China to € 499,999 results in trader's annual fee of: 3.000 €
Previous year's net import value from China between € 500,000 and € 1,999,999 results in trader's annual fee of: 6.000 €
Previous year's net import value from China between € 2,000,000 and € 9,999,999 results in trader's annual fee of: 9.000 €
Previous year's net import value from China from € 10,000,000 results in trader's annual fee of: 12.000 €

*Annual fee * per production facility* 140 €

The audit costs are settled directly with ICO

Further fees

for seal labels, per processing plant / per year including shipping	40 €
Check of stock items at the importer, per day	500 €
Misuse of the seal (use without licensing):	Double annual customer fee *

(* all fees are net amounts excluding VAT / for Non-German customers the reverse charge procedure will apply)

Appendix 3 to the XertifiX-Contract

XertifiX Criteria

All actors in India, China and Vietnam in the field of natural stone production and trade who are involved in the XertifiX system are obligated to sign legally binding contracts in which they commit themselves to compliance with the XertifiX criteria. They disclose all orders from the country of production (India, China or Vietnam) to XertifiX e.V. Besides the regularly announced audits, they accept unannounced audits without prior notice at any time. Announced and unannounced audits control the compliance of the following criteria:

I. ILO Core Labour Conventions

1. No Child Labour (ILO Conventions No. 138 and No. 182)
 - a. Children below 15 years are not allowed to work (ILO Conventions 138)
 - b. Young workers below 18 years are not allowed to do hazardous work (ILO Convention 182)
 - c. Employers are held to keep records of all workers including birthdays (keep copies of the age verification)
 - d. Implementation of a written down anti-child labour policy (template available).
2. No Bonded Labour (ILO Conventions No. 29 and No. 105)
 - a. Employees are allowed to leave the workplace when they finish their working day
 - b. No employment of workers that is connected to human trafficking
 - c. No use, attempted, or threatened use of physical force against the employees
 - d. No forms of pressure intended to make employees dependent from employer such as: Withhold workers' official documents (i.e. ID, passports), payments and deposits, no unfair loans or other forms of economic pressure.
3. Labour Union Access and Collective Bargaining (ILO Conventions No. 87 and No. 98)
 - a. Workers have the right to organise or join unions. Union representatives shall have access to their members at work.
 - b. The workers have the right to bargain collectively.
 - c. The employees have the right to name or elect a representative. Elected workers' representatives shall not be subject to any kind of discrimination.
4. No Discrimination (ILO Conventions No. 100 and No. 111)
 - a. No discrimination due to factors such as race, ethnicity, nationality, class, religion or belief, sex, sexual orientation, gender identity, age or health status or due to any other factor that could be used to discriminate.
 - i. in reference to employment, payment, or job promotion.

- ii. in reference to any kind of practices that could result from one the mentioned factors.
- b. Prohibition of any kind of exploitation, mistreatment, insults, or sexual harassment.
- c. Implementation of a written down anti-discrimination policy. (template available)

II. Health and Protection of Workers

1. Safe and Healthy Workplace
 - a. Designation of responsible staff for health and safety
 - b. Realisation of an annual health and safety training (including e.g. raising awareness of occupational diseases for instance silicosis)
 - c. Risk-Assessment: written documentation of accidents and the application of adequate measures to avoid such accidents in the future
 - d. Adequate workplace conditions regarding
 - i. space (e.g. surface area of a workplace in a production facility with a minimum of 1,5 sqm)
 - ii. maximum temperature (e.g. by working in off-peak hours in quarries, provision of shadow shelter)
 - iii. reduction of dust e.g. by regular and sufficient sprinkling of water in high dust zone to prevent inhalation of dust by the workers or by wet processing and proper ventilation (ILO Recommendation 156) Dry processing only with dust detection on the machine and room air extraction in the work area. If the workplace air is dusty, provide suitable respiratory protection free of charge.
 - iv. proper lighting
 - v. ergonomics and weight (e.g. reduction of vibrations at drills or grinding machines by isolation measures; maximum weight to lift per person) (ILO Recommendation 156)
 - vi. proper sanitation facilities
 - vii. Provision of safe drinking water
 - e. Provision (free of charge) and usage of adequate PPE (FFP2 masks, eye protection, helmets, ear protection, gloves, aprons, and boots). Introduction of measures by employer to control the regular usage of PPE.
 - f. Building and construction safety
 - i. safe building structure
 - ii. Safety measures on machines (installation and usage) and valid inspection certificates and / or approvals for equipment (e.g. pneumatic drills) in accordance with the local law
 - iii. proper electrical installations (e.g. isolation of cables)
 - iv. elimination of tripping hazards
 - v. fire-preparedness (e.g. fire extinguishers)
 - vi. availability and accessibility of emergency exits
 - vii. clear escape routes.

- g. In quarries: develop and implement a standard operational procedure for blasting according to the national regulation
 - h. In case of danger, the right and duty of the employee to leave the workplace
2. Medical Care
- a. First aid box (with all necessary, non-expired medicine) within reach (one first aid box for each 20 workers)
 - b. Annual first aid training (at least 2 workers for each 50 workers should be trained in providing First-aid care in case of any accident)
 - c. Doctor / hospital nearby or transportation by employer to the doctor / hospital in case of accident or illness during working hours. Visible display of the name and contact numbers of the doctors / physician.

III. Contractual Issues

1. Employment
- a. Written company contracts also in the language of workers. Records of all workers (including temporary, seasonal and migrant workers) need to be kept. Identity cards for all workers.
 - b. The right to change the employer according to the contract
 - c. Information to all staff about the workers' rights, the purpose of the XertifiX standard and the audit processes (especially regarding the rights and duties of the workers to fulfil this standard)
 - d. Setting up a workers' grievance mechanism (e.g. through the workers' representative and/or a complaint box, complaint phone number)
2. Fair Payment
- a. Payment of minimum wage according to the local law.
 - b. Payment of living wage, if the minimum wage is below the living wage (ILO Convention 131)
 - c. Punctual payment according to the contract
 - d. Paid annual leave and paid leave in case of sickness according to the local law
 - e. No wage reduction as disciplinary measure
 - f. Payment of social insurance according to the local law (e.g. „Employees State Insurance“ / „Provident Fund“ or “Pension Insurance”/ “Medical Insurance” etc.)
 - g. Workers' wage records are to be maintained
3. Fair Working Hours
- a. Working hours maximum 8h per day and maximum working hours per week according to the local law, but not more than 48h (ILO Convention 1)
 - b. At least one day off after 6 working days
 - c. Overtime work is voluntary and must be paid higher than regular work (ILO Recommendation R116); it shall not exceed 12h per week.
 - d. Breaks during the working day (minimum 30 minutes at working days of more than 6h)
 - e. Records of individual working hours need to be kept.

4. Women's Rights: Compliance with all gender guidelines
 - a. No discrimination based on gender and pregnancy.
 - b. Adequate work for pregnant women and special leave at pre- and post-delivery (according to local law, at least ILO 183)
 - c. Provision of adequate facilities for babies and small children at workplace
 - d. Equal wage for equal work (ILO 100)
 - e. Company takes steps to protect women against sexual violence and harassment at the workplace.

IV. Environmental Protection

1. Ecosystem and protected areas
 - a. Minimize the negative effects on the ecosystem according to the local law (e.g. by offsetting the residual net loss of biodiversity). Ensure adequate financial resources for this purpose.
 - b. Safeguard of legally protected and internationally recognized areas
2. Environmental Management System
 - a. Protection of the surrounding area of the quarry and processing facilities against damage (e.g. caused by hazardous waste, dust, waste and sewage by natural stone production and processing, waste water slurry).
 - b. The environmental impact must be evaluated by the producer. In case of detected potential environmental risks or negative impacts: the company documents these effects and develops a plan of concrete mitigation measures. Ensure monitoring that the mitigative measures are effective.
3. Pollution and Waste Management
 - a. Segregation, proper storage, and disposal of all kind of waste according to the local law (e.g. quarry waste, hazardous waste, waste water, waste water slurry, sludges, chemical containers, glass, plastics etc.). Where applicable, official documents for the disposal of the waste (e.g. disposal of sludges).
 - b. Reduction of noise emission according to the local law (e.g. by setting limits to rock blasting times).
 - c. Reduction of air pollution according to the local law (e.g. by filtering mechanisms)
 - d. Recycling of material and/or re-use of materials (where applicable)
4. Water Management: Develop and implement water management measures (incl. monitoring the water consumption; identifying the saving potential e.g. by water saving installations, the re-usage of water or the usage of rain water)
5. Energy Management: Develop and implement energy management measures (e.g. by the replacement of old power consuming machines by newer power saving ones or other power saving equipment, and usage of renewable energy sources (RES))
6. Hazardous materials (e.g. chemicals, fuels): Proper storage, use, and handling of hazardous materials (e.g. a list about origin and use of hazardous materials, labelling of hazardous materials, locked storage rooms, handling by qualified personnel)
7. Laws: Availability of all relevant official environmental documents and permits (e.g. water use and land use titles).

V. Community

1. Installation of a grievance mechanisms for affected communities (e.g. a system for reporting, assessing, and addressing complaints and claims by affected parties in the region where the economic activity is taking place.)
2. Living conditions of the workers (if accommodation is provided)
 - a. Separation of accommodation from production area.
 - b. Availability of safe drinking water and sanitation facilities
 - c. Reasonable levels of decency, hygiene, and comfort (ILO recommendation 115–II). according to the local customs
 - d. No excessive and inadequate charging for the provided accommodation.

VI. Legality, traceability, and business ethics

1. Legality
 - a. Legality of the production site
 - b. Compliance with local and national laws and regulations
2. Traceability of the supply chain from the importer to the exporter, to the processing factory, and to the quarry
3. Corruption and Bribery
 - a. Implementation of a written down anti-corruption and anti-bribery policy. (template available)
 - b. No visible evidence of or feedback about corruption and bribery.
4. All policies should be communicated to all employees and must be publicly accessible.

Appendix 4 to the XertifiX-Contract

Requirements for certification

The **standard certification** will be awarded if the requirements of year 0 are fulfilled and subsequently the requirements of the year 1 and year 2 (see page 17).

The **PLUS certification** will be awarded if the requirements of year 0-3 are fulfilled and subsequently the requirements of the year 4 and year 5 (see page 18).

Compliance with the criteria must be proven by two audits per year. The fulfilment of the criteria of the following year is confirmed by audits or the continuous fulfilment of the criteria once reached annually proven. This means that the XertifiX certifications are only valid for one year.

YEAR 0

I.1. No Child Labour (ILO Conv. No. 138 / No. 182)

- Children below 15 years are not allowed to work (ILO Conventions 138)
- Young workers below 18 years are not allowed to do hazardous work (ILO Convention 182)
- Employers are held to keep records of all workers including birth-days (keep copies of the age verification)
- Implementation of a written down anti-child labour policy (template available).

I.2. No Bonded Labour (ILO Conv. No. 29 / No. 105)

- Employees are allowed to leave the workplace when they finish their working day
- No employment of workers that is connected to human trafficking
- No use, attempted, or threatened use of physical force against the employees
- No forms of pressure intended to make employees dependent from employer such as: Withhold workers' official documents (i.e. ID, passports), payments and deposits, no unfair loans or other forms of economic pressure.

I.3. Labour Union Access and Collective Bargaining (ILO Conv. No. 87 / No. 98)

- Workers have the right to organise or join unions. Union representatives shall have access to their members at work.
- The workers have the right to bargain collectively.
- The employees have the right to name or elect a representative. Elected workers' representatives shall not be subject to any kind of discrimination.

I.4. No Discrimination (ILO Conv. No. 100 / No. 111)

- No discrimination due to factors such as race, ethnicity, nationality, class, religion or belief, sex, sexual orientation, gender identity, age or health status or due to any other factor that could be used to discriminate.
 - in reference to employment, payment, or job promotion.
 - in reference to any kind of practices that could result from one the mentioned factors.
- Prohibition of any kind of exploitation, mistreatment, insults, or sexual harassment.
- Implementation of a written down anti-discrimination policy. (template available)

III.1. Employment

- The right to change the employer according to the contract
- Information to all staff about the workers' rights, the purpose of the Xertifix standard and the audit processes (especially regarding the rights and duties of the workers to fulfil this standard)

III.2. Fair Payment

- Payment of minimum wage according to the local law.
- Punctual payment according to the contract
- No wage reduction as disciplinary measure

VI.1.a Legality: Legality of the production site

VI.2. Traceability of the supply chain from the importer to the exporter, to the processing factory, and to the quarry

YEAR 1

II.1. Safe and Healthy Workplace

- Designation of responsible staff for health and safety
- Realisation of an annual health and safety training (including e.g. raising awareness of occupational diseases for instance silicosis)
- Risk-Assessment: written documentation of accidents and the application of adequate measures to avoid such accidents in the future
- Adequate workplace conditions regarding
 - reduction of dust e.g. by regular and sufficient sprinkling of water in high dust zone to prevent inhalation of dust by the workers or by wet processing and proper ventilation (ILO Recommendation 156) Dry processing only with dust detection on the machine and room air extraction in the work area. If the workplace air is dusty, provide suitable respiratory protection free of charge.
- Provision (free of charge) and usage of adequate PPE (FFP2 masks, eye protection, helmets, ear protection, gloves, aprons, and boots). Introduction of measures by employer to control the regular usage of PPE.
- In quarries: develop and implement a standard operational procedure for blasting according to the national regulation
- In case of danger, the right and duty of the employee to leave the workplace

II.2. Medical Care

- First aid box (with all necessary, non-expired medicine) within reach (one first aid box for each 20 workers)
- Annual first aid training (at least 2 workers for each 50 workers should be trained in providing First-aid care in case of any accident)
- Doctor / hospital nearby or transportation by employer to the doctor / hospital in case of accident or illness during working hours. Visible display of the name and contact numbers of the doctors / physician.

YEAR 2

II.1. Safe and Healthy Workplace

- Adequate workplace conditions regarding
 - space (e.g. surface area of a workplace in a production facility with a minimum of 1,5 sqm)
 - maximum temperature (e.g. by working in off-peak hours in quarries, provision of shadow shelter)
 - proper lighting
 - ergonomics and weight (e.g. reduction of vibrations at drills or grinding machines by isolation measures; maximum weight to lift per person) (ILO Recommendation 156)
 - proper sanitation facilities
 - Provision of safe drinking water

III.2. Fair Payment

- Payment of social insurance according to the local law (e.g. „Employees State Insurance“ / „Provident Fund“ or „Pension Insurance“/ „Medical Insurance“ etc.)
- Workers' wage records are to be maintained

III.3. Fair Working Hours

- Working hours maximum 8h per day and maximum working hours per week according to the local law, but not more than 48h (ILO Convention 1)
- At least one day off after 6 working days
- Overtime work is voluntary and must be paid higher than regular work (ILO Recommendation R116); it shall not exceed 12h per week.
- Breaks during the working day (minimum 30 minutes at working days of more than 6h)
- Records of individual working hours need to be kept.

IV.4. Water Management:

- Develop and implement water management measures (incl. monitoring the water consumption; identifying the saving potential e.g. by water saving installations, the re-usage of water or the usage of rain water)

IV.6. Hazardous materials (e.g. chemicals, fuels):

- Proper storage, use, and handling of hazardous materials (e.g. a list about origin and use of hazardous materials, labelling of hazardous materials, locked storage rooms, handling by qualified personnel)

YEAR 3

II.1. Safe and Healthy Workplace

- f. Building and construction safety
 - i. safe building structure
 - ii. Safety measures on machines (installation and usage) and valid inspection certificates and / or approvals for equipment (e.g. pneumatic drills) in accordance with the local law
 - iii. proper electrical installations (e.g. isolation of cables),
 - iv. elimination of tripping hazards
 - v. fire-preparedness (e.g. fire extinguishers),
 - vi. availability and accessibility of emergency exits
 - vii. clear escape routes.

III.1. Employment

- a. Written company contracts also in the language of workers. Records of all workers (including temporary, seasonal and migrant workers) need to be kept. Identity cards for all workers.
- d. Setting up a workers' grievance mechanism (e.g. through the workers' representative and/or a complaint box, complaint phone number)

III.2. Fair Payment

- b. Payment of living wage, if the minimum wage is below the living wage (ILO Convention 131)
- d. Paid annual leave and paid leave in case of sickness according to the local law

III.4. Women's Rights: Compliance with all gender guidelines

- a. No discrimination based on gender and pregnancy.
- b. Adequate work for pregnant women and special leave at pre- and post-delivery (according to local law, at least ILO 183)
- c. Provision of adequate facilities for babies and small children at workplace
- d. Equal wage for equal work (ILO 100)
- e. Company takes steps to protect women against sexual violence and harassment at the workplace.

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YEAR 4

IV.2. Environmental Management System

- a. Protection of the surrounding area of the quarry and processing facilities against damage (e.g. caused by hazardous waste, dust, waste and sewage by natural stone production and processing, waste water slurry).
- b. The environmental impact must be evaluated by the producer. In case of detected potential environmental risks or negative impacts: the company documents these effects and develops a plan of concrete mitigation measures. Ensure monitoring that the mitigative measures are effective.

IV.3. Pollution and Waste Management

- a. Segregation, proper storage, and disposal of all kind of waste according to the local law (e.g. quarry waste, hazardous waste, waste water, waste water slurry, sludges, chemical containers, glass, plastics etc.). Where applicable, official documents for the disposal of the waste (e.g. disposal of sludges).
- b. Reduction of noise emission according to the local law (e.g. by setting limits to rock blasting times).
- c. Reduction of air pollution according to the local law (e.g. by filtering mechanisms)
- d. Recycling of material and/or re-use of materials (where applicable)

V.1. Installation of a grievance mechanisms for affected communities (e.g. a system for reporting, assessing, and addressing complaints and claims by affected parties in the region where the economic activity is taking place.)

V.2. Living conditions of the workers (if accommodation is provided)

- a. Separation of accommodation from production area.
- b. Availability of safe drinking water and sanitation facilities
- c. Reasonable levels of decency, hygiene, and comfort (ILO recommendation 115-II). according to the local customs
- d. No excessive and inadequate charging for the provided accommodation.

YEAR 5

IV.1. Ecosystem and protected areas

- a. Minimize the negative effects on the ecosystem according to the local law (e.g. by offsetting the residual net loss of biodiversity). Ensure adequate financial resources for this purpose.
- b. Safeguard of legally protected and internationally recognized areas

IV.5. Energy Management: Develop and implement energy management measures (e.g. by the replacement of old power consuming machines by newer power saving ones or other power saving equipment, and usage of renewable energy sources (RES))

IV.7. Laws: Availability of all relevant official environmental documents and permits (e.g. water use and land use titles).

VI.1.b. Legality: Compliance with local and national laws and regulations

VI.3. Corruption and Bribery:

- a. Implementation of a written down anti-corruption and anti-bribery policy. (template available)
- b. No visible evidence of or feedback about corruption and bribery.

VI.4. All policies should be communicated to all employees and must be publicly accessible.