



# Supplier Code of Conduct

Choice Hotels International, Inc. (“Choice”), is committed to supporting responsible business practices and contributing to a more equitable and sustainable world. As one of the largest lodging franchisors in the world, we contract with, and qualify, suppliers from around the globe. We believe that working with suppliers committed to the same principles we value is fundamental to our business.

Choice expects its suppliers, qualified vendors and business partners to comply with all applicable laws and regulations. Choice is not a joint or co-employer with any of its suppliers, making the supplier fully and completely responsible for any of its employment-related decisions as well as compliance with all applicable labor laws, rules and regulations.

We expect Choice's suppliers to comply with this Supplier Code of Conduct and the principles listed below.

## **BUSINESS ETHICS**

- Choice Hotels expects its suppliers to conduct their business to meet the highest standards of honesty and integrity at all times.

## **COMPLIANCE**

- If an adverse event or risk of non-compliance with this Supplier Code of Conduct occurs, the supplier should inform Choice immediately.

## **DIVERSITY, EQUITY & INCLUSION**

- Choice encourages suppliers to cultivate a work environment that prioritizes and promotes diversity, equity and inclusion.
- Choice encourages suppliers to include in their sourcing and selection practices businesses owned by individuals from historically underrepresented communities, such as those from ethnic minorities, women, LGBTQ+ people, veterans, and people with disabilities. Suppliers are encouraged to track and report spend with diverse contractors and suppliers where possible.

## **WORKPLACE CONDITIONS AND LABOR PRACTICES**

- Choice expects suppliers to provide a fair, safe and secure workplace that is free from harassment or discrimination.
- Choice expects suppliers to provide employees with a safe and healthy workplace that meets applicable industry workplace standards and laws.
- Choice expects suppliers to compensate their employees in accordance with all applicable wage laws, including those relating to minimum wages, overtime hours and legally mandated benefits.

- Choice expects its suppliers to comply with local, national and international laws and regulations as well as with collective agreements that define employee working hours and pay.

## **HUMAN RIGHTS**

- Choice believes in the principles contained in the [United Nations Declaration of Human Rights](#) and expects its suppliers to strictly abide by these principles.
- Choice expects its suppliers to have zero tolerance for forced labor, slavery and human trafficking.
- Choice expects its suppliers to respect an employee's freedom of movement. This includes the freedom to leave their job in accordance with local and international regulations, and without pressure, abuse, threats, or unethical practices.

## **CHILD LABOR**

- Choice believes that child labor is a form of exploitation that is a violation of human rights, as recognized and defined by international accords.
- Choice expects suppliers to adhere to all applicable laws including relevant minimum age provisions. Workers should only be employed if they are of the applicable minimum age for employment or are the applicable age for completion of any required education levels.

## **ENVIRONMENTAL RESPONSIBILITY**

- Choice expects suppliers to comply with all applicable environmental laws and regulations.
- Choice encourages suppliers to monitor and reduce their greenhouse gas (GHG) emissions and carbon footprint.
- Choice expects suppliers to responsibly manage the natural resources that are used in their production and operations, including water, energy, raw materials, processed goods, and non-renewable materials.
- Choice expects suppliers to monitor, control and treat in accordance with applicable laws and regulations any wastewater generated from operations, industrial processes and/or sanitation facilities.
- Choice encourages suppliers to reduce and manage waste, including the elimination of single-use plastics, reduction of packaging, recycling, and re-use of materials/upcycling wherever possible.
- Choice encourages suppliers to support and protect biodiversity, and avoid using materials from endangered wood, animals or plants as listed by [CITES](#).
- Choice encourages suppliers to report their environmental goals, progress, and performance and surpass environmental regulations where feasible.

## **HAZARDOUS MATERIALS AND RESTRICTED SUBSTANCES**

- Choice expects suppliers to adhere to all applicable laws and regulations regarding prohibition, restriction, use and disposal of specific substances, including labelling for recycling and disposal of such substances.
- Choice expects suppliers to identify and manage hazardous materials to ensure their safe handling, storage, recycling, reuse or disposal in such a way as to not harm the environment.

## **ANIMAL WELFARE**

- Choice believes that animal welfare is important and expects suppliers to comply with all related applicable laws and regulations.

- Choice expects suppliers to avoid any animal cruelty and/or mistreatment and to recognize their responsibility for the ethical treatment of animals in their care.