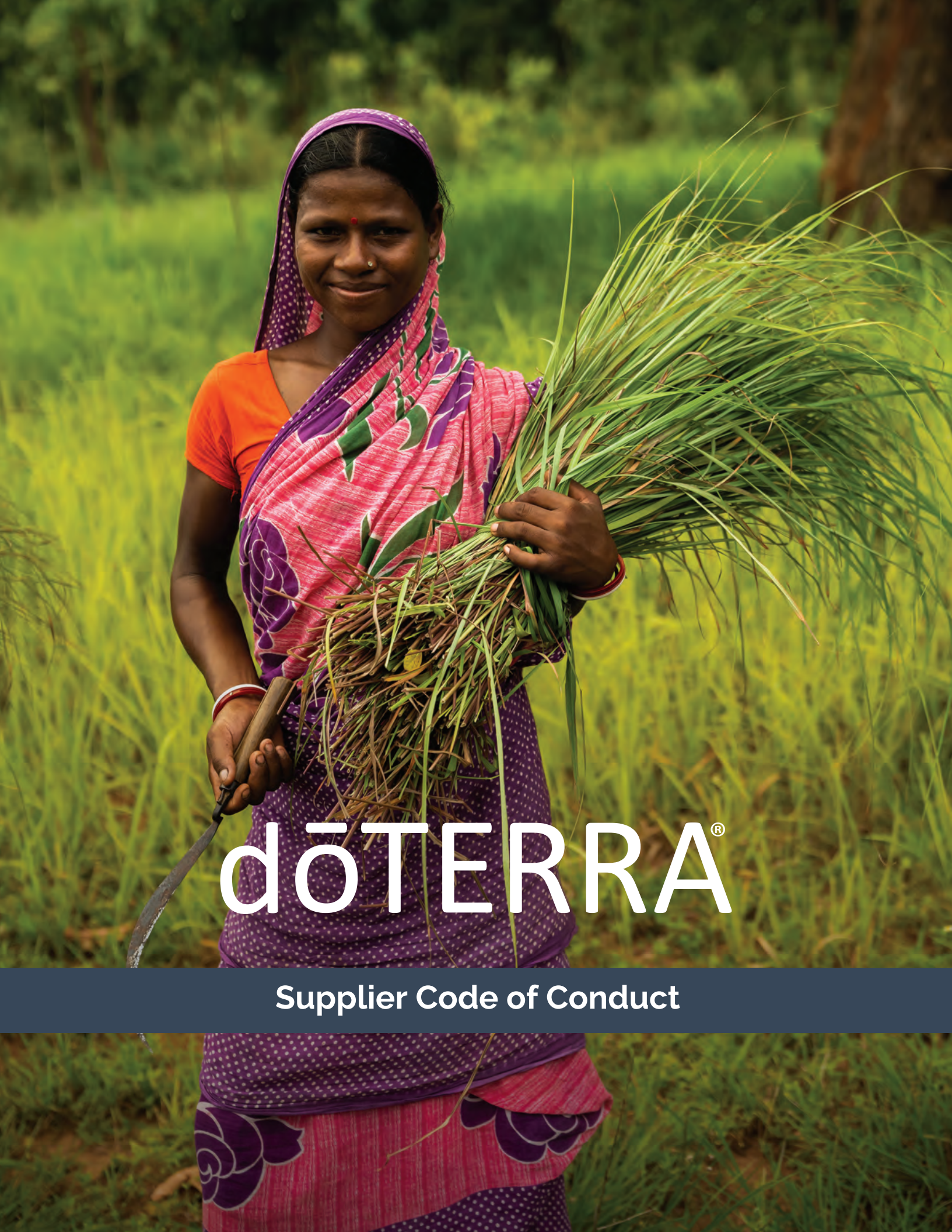




dōTERRA®

Supplier Code of Conduct



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Our Values and Culture

Since its founding in 2008, dōTERRA has helped the world heal through its unmatched product quality and an empowering business model to people around the globe. With no industry standard for purity and quality at the time, dōTERRA created **CPTG Certified Pure Tested Grade®**. This standard ensures customers receive only the best essential oils and wellness products powered by essential oils.

Our Mission

dōTERRA, meaning "gift of the earth" in Latin, strives to share these natural essential oil gifts worldwide, helping people take control of their lives one drop at a time. Our commitment to efficacy, quality, and purity drives everything from sourcing to distribution. As we look to the future, we are committed to revolutionizing wellness, empowering entrepreneurs, cultivating communities, and doubling down on our direct-sales channel by providing entrepreneurial opportunities to hundreds of thousands of people worldwide. Any decision and initiative we put forward will uphold this mission, and dōTERRA expects all suppliers to support us on this mission.

Producing the world's highest quality essential oils and essential oil powered wellness products begins with sourcing the highest-quality raw materials through working with suppliers who share our ethos and values. Those values drive our supplier selection and engagement for the long-run success of all stakeholders in our global sourcing network:

Our Values

- + We intentionally source the healing gifts of the earth, enriching every life we touch.
- + We empower people and communities in their pursuit of self-reliance.
- + We advocate and educate to empower everyone with natural wellness solutions.
- + We advance science for the innovative use of essential oils and wellness products.

With respect to essential oil sourcing, dōTERRA is committed to "Source the Best and Help the Most" and prioritizes suppliers that are effectively running operations aligned with the highest standards of responsible and ethical production practices. dōTERRA values Supplier relationships constituting small businesses, small-holder farmers, harvesters, and other small-scale producers. Working with such historically marginalized groups, however, comes with additional levels of responsibility and care.

The Supplier Code of Conduct encapsulates the dōTERRA mission and values, which outlines the standards to help our Suppliers conduct their business in a legally compliant and positively impactful manner.

Introduction to the Code

The dōTERRA Supplier Code of Conduct (COC) is foundational to its global supplier relationships. The code is rooted in globally recognized standards and frameworks such as the International Labour Organization (ILO) Declaration on Fundamental Principles and Rights at Work, the ILO Declaration on Multi-National Enterprises, the Ethical Trading Initiative Base Code, the UN Global Compact, the UN Universal Declaration of Human Rights, the UN Guiding Principles on Business and Human Rights, and the U.S. Environmental Protection Agency (USEPA), including relevant protocols and their principles on Access and Benefit-Sharing (ABS).

dōTERRA suppliers are expected to comply with (1) all applicable laws and regulations of the country in which they operate, including federal, state/provincial, and local laws and regulations, and (2) dōTERRA's Supplier Code of Conduct. When differences in the standards arise on the same issue, suppliers are expected to comply with the highest standards, including relevant laws.

All suppliers must aspire to help their upstream providers meet all aspects of this code in full and commit to continuous improvement in pursuit of the higher goal - to develop socially and environmentally ethical and sustainable production ecosystems. dōTERRA supports Suppliers on this journey through its innovative Co-Impact Sourcing standards and practices.

Although progressively closing gaps identified through compliance review is allowed in most cases, dōTERRA has zero tolerance for certain violations (as described in the following section) that, if determined, may lead to the termination by dōTERRA of the business relationship.

dōTERRA is committed to high standards of integrity in its social and environmental responsibilities and seeks to create positive change throughout its supply chain. dōTERRA expects its Suppliers to act with transparency and integrity as they implement our standards.



dōTERRA Minimum Compliance Criteria

dōTERRA considers the following violations of the minimum compliance criteria (MCC) in breach of the Supplier Code of Conduct. The evidence of which will require dōTERRA to take appropriate steps, including remedial actions and the termination of the supplier relationship. Examples of the minimum compliance criteria:

1. Forced Labor
2. Child Labor
3. Fair Wage Violation
4. Abuse (Physical/Sexual)
5. Violation of CITES and IUCN Requirements
6. Deforestation
7. Contamination & Adulteration
8. Offenses Involving Dishonesty, Corruption, and Moral Turpitude

Section 1 Labor Standard

In pursuing our mission, dōTERRA expects its suppliers to share our labor standards for responsible employment within their supply chain:

Legal Compliance: Adopt and adhere to rules and conditions of employment that respect employees and workers and, at minimum, safeguard their rights under national and international labor and social security laws and regulations.

Mcc.1 : Child Labor: The minimum age for a person to enter employment shall not be less than 18, except if local laws allow a lower age and then the minimum age specified in pursuance of paragraph 1 of this Article shall not be less than the age of completion of compulsory schooling and, in any case, shall not be less than 15 years (ILO 138 and 182). Cf, Ratifications of C138 - Minimum Age Convention, 1973 (No. 138) (identifying countries with minimum ages of 14 (developing countries) to 16). dōTERRA has zero tolerance when there is verified or independent third-party reported evidence of systemic use of child labor in the supplier's operations.

Mcc. 2: Forced Labor: There shall be no use of forced labor, including prison, indentured, bonded, enslaved, or other forms of forced labor. Acts of human trafficking are also prohibited. dōTERRA has zero tolerance in both agricultural and factory processing stages when there is verified or independent third-party reported evidence of systemic use of forced labor, such as withheld wages and identification documents, restricted freedom of movement, or coercive threats (ILO 29 and 105).





Freedom Of Association: Recognize and respect the rights of your employees, farmers, and harvesters to freedom of association and collective bargaining (see generally, ILO Convention 11 and 154). In case of migrant, seasonal, and recruited workers, the imposition of recruitment fees and retention of identity documents are prohibited.

Humane Treatment: Treat every employee and supply chain stakeholder with respect and dignity ensuring no one is subject to any physical, sexual, psychological or verbal harassment or abuse or to monetary fines or embarrassing acts as disciplinary measures.

Mcc.3: Abuse (Physical/Sexual): dōTERRA has zero tolerance of any form of systemic physical or sexual abuse, harassment, or coercion by management or peers in the supplier's operations that is verified. Such violation may result in immediate termination of the sourcing relationship.

Anti-Discrimination: Promote equal opportunities and treatment of employees by prohibiting discrimination in any aspect of the employment relationship on the basis of race, color, sex, religion, political opinion, national extraction or social origin which has the effect of nullifying or impairing equality or opportunity or treatment in employment or occupation. (See, generally, ILO Conventions 100 and 111).

Grievance Mechanism: Suppliers are required to have in place an anonymous reporting and resolution system for employees and workers to submit cases of potential physical or sexual abuse, harassment, or coercion directed at employees or workers in the workplace, whether by management or peers.

Section 2

Fair Payment Standard

Fair Pricing: All suppliers must ensure that their producers of raw materials are paid fairly by engaging in respectful, balanced, and inclusive pricing discussions, providing transparent and accessible information so that producers can make informed decisions and agree on fair prices. All suppliers are also expected to review and set prices annually for each product on mutually agreed terms.

Wages And Benefits: Suppliers must ensure that employees receive wages which at least are equal to or exceed the established minimum wage or the appropriate prevailing wage, whichever is higher. They must comply with legal requirements on wages, such as providing benefits required by law, contract, or both (ILO Conventions 26 and 131). dōTERRA favors suppliers who pay living wages that meet employee's basic needs and provides a level of discretionary income.

Mcc.4: Fair Wage Violation: Suppliers must pay employees and workers at least the national or industry-standard minimum wage for all hours worked and comply with all legal compensation requirements. dōTERRA has zero tolerance for verified systemic failure to meet these wage and compensation requirements (ILO Convention No. 131 on Minimum Wage Fixing).

Hours Of Work: Establish working hours, including hours of overtime work and necessary breaks as set by the law of the country where the workers are employed (ILO Conventions 1 and 99).

Overtime Wages: Suppliers are expected to pay overtime wages for employees who consensually work overtime hours at the rate legally required in the country where the work is performed or, in those countries where such laws do not exist, at a rate exceeding the regular hourly compensation rate by at least 125% (ILO Conventions 1 and 30). Employers shall not request overtime hours on a regular basis. The sum of regular and overtime hours in a week shall not exceed 60 hours or the maximum allowed by the law in the country where the work is performed, whichever is less (ILO Convention 1).



Section 3

Health & Safety Standard

dōTERRA Suppliers to implement the following Health and Safety standards within their legally owned and operated facilities and farms. Suppliers should be able to demonstrate meaningful efforts to train their upstream suppliers outside of their own operations on these health and safety practices.

Personal Protective Equipment: The responsibility to protect the health and safety of their employees and workers lies with the Supplier. Suppliers must provide or ensure that the availability of the appropriate size and number of personal protective equipment (PPE) and implement policies, systems, and trainings designed to prevent accidents and injuries and to protect employees' and workers' health (ILO Convention 155).

Facility Maintenance: Suppliers are to maintain structurally sound, code-compliant, and well-kept facilities with access to potable water and sanitation to provide a safe and healthy workplace for all.



Section 4

Environmental Standard

Suppliers must maintain written environmental policies and comply with national and international environmental laws and regulations relevant to their operations and the countries in which work is performed. dōTERRA expects all suppliers to engage in sustainable production by following the standards below:

Environmental Impact: Suppliers are to continuously monitor and disclose their energy and natural resource usage and waste disposal. dōTERRA favors suppliers that take proactive measures to minimize negative environmental impacts and progressively improve performance by measuring their emissions, mapping out their carbon footprint, and transitioning to renewable energy where possible.



Waste Management: dōTERRA requires Suppliers to practice responsible waste management in compliance with applicable local laws. This includes proper handling and disposal of garbage, wastewater, pre- and post-distilled biomass, and any other byproducts of their production processes.

Protection Of Cites-Listed Species: No flora or fauna species listed in CITES Appendix I may be used or harmed in the production of ingredients or products supplied to dōTERRA. Suppliers must obtain required permits from the in-country CITES Management Authority for any CITES Appendix II and III listed species prior to harvesting or production of essential oils, botanical ingredients, and other products supplied to dōTERRA. Suppliers will provide written documentation demonstrating compliance with CITES requirements on permitting or exporting when sending products to dōTERRA.

Mcc.5: Sourcing Endangered Species: dōTERRA has zero tolerance for Suppliers that knowingly harvest or trade CITES-classified, endangered species without required permits from CITES's in-country management authorities.

Mcc.6: Deforestation & Conservation Of Protected Areas: To the extent of applicable laws, Suppliers are required to ensure that their activities do not lead to the destruction of ecosystems, land conversion, or deforestation. Cultivation and wild collection activities must not take place in protected areas where prohibited. For commodities within the EUDR scope, additional due diligence is required to prove no deforestation from January 1, 2014, onwards in trading such products including palm oil, cattle, soy, coffee, cocoa, timber, rubber, and products derived from the listed commodities such as botanical ingredients for dōTERRA products.

Animal Welfare: Suppliers commit to respect animal welfare by adopting healthy and humane practices toward animals. This includes implementing the best available technologies and adhering to the highest welfare standards for working and other animals impacted by the supplier's operations.

Natural Resource Use: Suppliers should use resources such as freshwater, energy, fuel, and land efficiently throughout their supply chain. dōTERRA favors suppliers that minimize agrochemical use by implementing integrated pest management (IPM) and avoid particularly those listed by the WHO as 1A and 1B. Additionally, dōTERRA encourages suppliers to implement a circular production economy and prioritize propagation of over-harvested wild species.

Section 5

Traceability and Quality Standard

Traceability: dōTERRA works closely with its Suppliers to ensure social and environmental responsibility in maintaining the integrity of dōTERRA's products. This outcome is achieved when Suppliers set transparency and traceability as their top production priorities for their supply chain. dōTERRA requests suppliers to continuously track and monitor their supply chain and provide transparent information on locations, people, and production processes for their owned and/ or subcontracted farms, distilleries, factories, and other sites that are involved in the production of our products.

Quality: Ingredient and product quality is the result of clear, capable, and well-integrated systems for monitoring and tracking production processes, locations, and people involved. Production and manufacturing facilities must have a clearly documented quality system and improvement plan. That system must include reliable audits and resolution procedures for both "in process" and final finished goods, aligning with dōTERRA's quality standards. These audits must be performed by trained Quality Assurance (QA) staff person

designated by the Supplier. The QA staff person must be granted the autonomy and support necessary to provide an unbiased quality report on every shipment of products to dōTERRA. Suppliers must avoid practices that compromise the quality of products supplied to dōTERRA.

In addition to submitting products to rigorous testing by dōTERRA, Suppliers are required to agree and facilitate visits from the dōTERRA auditors and third parties within its supply chain to verify compliance of our quality standards at the production level. Compliance is monitored by dōTERRA's Quality Department, and the results are enforced.

dōTERRA seeks to purchase the highest quality essential oils and other ingredients that are free from added contaminants. Accordingly, dōTERRA tests for contaminants, and will reject Product that does not meet dōTERRA's standards.

MCC. 7: Adulteration: dōTERRA has zero tolerance for intentional or systemic adulteration of pure and natural oils.



Section 6

Ethics & Integrity Standard

dōTERRA is committed to upholding high ethical standards and complying with applicable laws, rules, and regulations in Supplier operations. dōTERRA requires its Suppliers to do the same, and at minimum, observe the principles below.

MCC. 8: Offenses Involving Dishonesty, Corruption, or Moral Turpitude: dōTERRA has zero tolerance for proven cases of corruption, bribery, money laundering, or other dishonest acts of moral turpitude that involve the supplier's top management or ownership. Similarly, dōTERRA does not tolerate supplier violations of the U.S. Foreign Corrupt Practices Act or similar rules and regulations outside the United States.

Gifts And Entertainment: Suppliers must not offer or accept any gift or anything else of value in exchange for improper advantages or influence for the Supplier, for dōTERRA (including dōTERRA employees, their family members, or associates), or for any third party. Gifts include, but are not limited to, actual or disguised benefits, fees, commissions, dividends, cash, gratuities, services, or other inducements. However, if an approved, nominal gifting limit is delineated by dōTERRA, exchanges, such as a holiday gift of nominal value, are not in violation of this standard.

Non-Retaliation For Reports Of Concern: dōTERRA expects Suppliers to have a policy and processes in place for reporting workplace concerns. The policy and process should be transparent and understandable and must provide protection from retaliation to those who report and investigate acts of retaliation. Additional guidelines for reporting grievances and violations of this Supplier Code of Conduct are described in section 7 (see "Reporting Guidelines").

Trade And Sanctions: Suppliers must comply with all applicable trade regulations and laws.

Conflict Of Interest: dōTERRA expects its suppliers to avoid conflicts of interest which occurs when a person's personal interests—family, friendships, financial, or social factors—could compromise his or her judgment, decisions, or actions regarding their relationship with dōTERRA. dōTERRA may require its suppliers to submit a vendor disclosure form which includes an ongoing duty to disclose conflicts of interest.

Additionally, dōTERRA favors suppliers that elevate their business practices in accordance with high ethical standards such as actively promoting social and environmental responsibility and acts that exceed legal compliance standards to proactively address potential ethical and environmental issues.





Section 7

Compliance Verification of the Supplier Code of Conduct

Due Diligence System

dōTERRA is committed to responsible sourcing and has established a tiered due diligence system to uphold our sourcing standards by verifying and supporting compliance of our Suppliers globally. The system is based on a philosophy of mutual accountability and is composed of three parts:

- 1. Supplier's Disclosures.** After providing a written commitment to dōTERRA's Supplier Code of Conduct, each Supplier will provide and disclose relevant and requested information and documents to dōTERRA Compliance Team.
- 2. Risk-based Supply Chain Verification.** dōTERRA applies a risk-based approach to supply chain audits and verification based on objective standards. After considering these standards, which include Supplier's disclosures, dōTERRA will determine the audit approach that best fits the supply chain. dōTERRA's audit approach may include elements of (a) self-evaluation and documentation, (b) dōTERRA conducted audit processes, and (c) third-party audit processes.
- 3. dōTERRA's Actions.** All zero-tolerance matters must be resolved prior to continuing contractual relations. On other matters, dōTERRA applies a progressive audit approach that focuses on identifying areas of improvement through a gap analysis, working with Suppliers to make improvements, followed by verification or audit compliance.

Verifying that our Supplier Code of Conduct is followed ensures that our values are upheld and that our Suppliers are supported in meeting the highest social, environmental, and ethical standards. This three-part system is designed to create a collaborative pathway for compliance, continuous improvement, and meaningful impact.

Communicating the Code

All Suppliers are required to:

1. Post this Supplier Code of Conduct in a conspicuous place frequented by all employees in the languages spoken by employees, supervisors, and managers.
2. Develop and fully implement effective grievance mechanisms which resolve employee and third-party supplier's complaints, and ensure effective, respectful, and transparent communication between employees, third-party suppliers, their representatives, and management (ILO Conventions 87, 98, and 135).
3. Develop a customized training approach applicable to the Supplier's circumstances. Examples include an annual briefing for existing employees on the content of this Code and including the Code as part of the onboarding training for new employees.

Reporting Violations

To uphold the values and standards outlined in this Supplier Code of Conduct, all concerns regarding potential violations must be reported internally and addressed promptly and effectively by the Supplier's designated employees responsible for resolving these concerns. The following reporting protocol will help ensure accessibility, transparency, and accountability throughout the supply chain in the reporting process:

Step 1: Internal Reporting - Within the Company and the Country Authorities

The first-time report of a possible non-compliance event shall be directed to the Supplier through its designated HR representative or compliance officer. The Supplier is responsible for fostering a safe and respectful workplace where concerns can be raised and resolved without fear of retaliation. The company's grievance mechanism should be based on the UNGP effectiveness criteria.

In the event of a person reporting concerns about reporting internally, the Supplier shall encourage employees, farmers, and producers to report any concerns that may involve the commission of a crime to relevant governmental agencies. For matters that are not criminal in nature, see Step 2.

Step 2: Escalation to dōTERRA

If internal reporting mechanisms are unavailable, or ineffective, or if the concern involves sensitive issues that cannot be resolved in-country, Suppliers shall advise individuals to report to dōTERRA via socialresponsibility@doterra.com

Follow-Up and Resolution. All concerns escalated to dōTERRA will be investigated by dōTERRA internal team or its agents or auditors. Suppliers are expected to fully cooperate in investigations. Where violations are confirmed, Suppliers shall undertake and resolve to dōTERRA's satisfaction, any recommended corrective actions. If there is persistent neglect in addressing identified issues, dōTERRA may deprioritize or stop purchases from the Supplier.

Acknowledgement and Consent

I the undersigned hereby confirm that:

1. I, acting for myself or on behalf of the below described entity, have received, read, and understand the dōTERRA Supplier Code of Conduct.
2. The undersigned is committed to fully comply with its principles and requirements.
3. dōTERRA or its agents or auditors may conduct periodic unannounced inspections or audits at our facilities, including the inspection of relevant documentation, to verify the undersigned's compliance with the Supplier Code of Conduct.
4. The undersigned agrees to convincingly communicate the contents of the Supplier Code of Conduct to our employees, agents, subcontractors, and suppliers to ensure its requirements are implemented.

The undersigned confirm(s) his, her, or its understanding that this Supplier Code of Conduct is an essential requirement of the business relations and contractual obligations of the undersigned with dōTERRA.

Dated this ____ day of _____ 20 ____

[Name of Supplier]

[Signature of Supplier]

By: _____ Title: _____

Phone: _____ Email: _____

Note: The Supplier Code of Conduct Compliance Declaration must be signed by a duly authorized representative of the Supplier and returned to: dōTERRA International, 389 S. 1300 W. Pleasant Grove, UT 84062 USA

