



## INDEPENDENT CONTRACTOR CODE OF CONDUCT

Beers Enterprises, LLC d/b/a THE SWITCH (“THE SWITCH”) has the highest ethical standards and expects the same of any individual or entity with which it does business. This Code of Conduct sets forth THE SWITCH’s expectations of any and all Independent Contractors performing services (“Services”) for THE SWITCH, and may be amended from time to time at THE SWITCH’s sole discretion.

### **I. COMPLIANCE WITH APPLICABLE LAWS**

THE SWITCH expects Independent Contractors to perform Services with integrity and to comply with all applicable laws and regulations.

The following are among the practices that are prohibited:

- i. Bribing
- ii. Acting with a conflict of interest
- iii. Falsification of documents
- iv. Collusive bidding
- v. Price fixing
- vi. Price discrimination
- vii. Unfair trade practices in violation of antitrust laws
- viii. Payments to foreign government officials to assist in obtaining or retaining business

### **II. HOURS AND WAGES**

Independent Contractors should provide wages and benefits to its employees in compliance with applicable law.

The following are among the practices that are prohibited:

- i. Violating any laws regarding working and overtime hours
- ii. Requiring total working hours that exceed the allowable limit under applicable law
- iii. Violating legal minimum wage laws and regulations

### **III. DISCRIMINATION**

THE SWITCH is committed to a work environment in which all individuals are treated with respect and dignity.

Discrimination based on any of the following characteristics are prohibited:

- i. Race
- ii. Color
- iii. Religion
- iv. National origin
- v. Age
- vi. Disability
- vii. Alienage
- viii. Any other characteristic protected by law

### **IV. HARRASSMENT**

THE SWITCH expects any interaction with both the Independent Contractor's and THE SWITCH's employees and suppliers during the performance of Independent Contractor's Services to be professional, respectful, and in compliance with all applicable laws.

Prohibited harassment includes, but is not limited to, the following:

- i. Unwanted sexual advances or requests for sexual favors
- ii. Sexual jokes and innuendo
- iii. Verbal abuse of a sexual nature
- iv. Commentary about an individual's body
- v. Sexual prowess or sexual deficiencies
- vi. Leering, catcalls or touching
- vii. Insulting or obscene comments or gestures
- viii. Display or circulation of sexually suggestive material
- ix. Other physical, verbal or visual conduct of a sexual nature

### **XII. ETHICAL STANDARDS**

THE SWITCH expects Independent Contractor to act with the highest ethical standards.

Independent Contractor shall not commit or should not have previously committed any act which might reasonably be considered:

- i. to be immoral, deceptive, scandalous or obscene; or
- ii. to injure, tarnish, damage or otherwise negatively affect the reputation and goodwill associated with THE SWITCH or its brands.