



Supplier Code of Conduct

Approved by Jeff Patterson
Rev 2 Effective June 21, 2018

Introduction

Coinstar is committed to conducting our business ethically and in compliance with law. All of our Suppliers (as defined below) are expected to share this commitment and are required to follow this Supplier Code of Conduct (“Code”) in connection with their dealings with or on behalf of Coinstar. We expect Suppliers to be familiar with our Code. Please read this Code carefully.

As used in this Code, “Coinstar” and “we,” “us” and “our” and words of similar meaning refer to Coinstar, LLC and its subsidiaries.

Supplier Compliance

Suppliers and their employees, agents and subcontractors (“Suppliers”) are expected to adhere to both the letter and spirit of this Code while conducting business with or on behalf of Coinstar. Consistent with the foregoing, Suppliers are expected to maintain internal policies and procedures that are consistent with this Code and make relevant employees, agents and subcontractors aware of the requirements of this Code. The standards that apply are U.S. standards, unless a Supplier operates in a jurisdiction with more stringent standards, in which case the more stringent standards apply. Suppliers are required to self-monitor and demonstrate compliance with this Code upon request. We reserve the right to audit Supplier compliance with this Code and to require a Supplier to implement a corrective action plan to remediate a violation of this Code.

Any violations of this Code may jeopardize the supplier’s business relationship with Coinstar, up to and including termination of the supplier relationship.

Suppliers are required to follow any additional requirements contained in any other agreement, policy or procedure of Coinstar.

Legal and Regulatory

- Suppliers must comply with all applicable federal, state, foreign and local laws and regulations in connection with their dealings with Coinstar, including without limitation those discussed in the sections below. These include compliance with applicable trade controls, antitrust laws, boycotts sanctioned by the United States, data protection requirements and anti-corruption measures.
- Suppliers must obtain and maintain all permits and/or licenses necessary to provide goods and services to Coinstar.

Health and Safety

- Suppliers are expected to ensure a safe and healthy working environment and must comply with all applicable health and safety laws.

- Workplaces are expected to have adequate safety precautions and preparedness in place which guard against emergencies. In addition, adequate heating, air-conditioning and ventilation systems, personal space, first-aid supplies, toilets, break-room facilities and emergency exits should be in place.
- Workplace violence, including behavior that is violent, hostile or intimidating, is prohibited.
- Suppliers must prohibit the use, possession, distribution, or sale of illegal drugs and alcohol while on Coinstar premises or while performing Coinstar work.
- Weapons are prohibited in Coinstar facilities or on Coinstar property, unless expressly permitted by law or Coinstar.

Privacy and Information Security

- Suppliers must comply with privacy and information security laws, other relevant regulatory requirements and Coinstar's information security standards when collecting, using, storing, processing, transmitting or sharing personal or proprietary information on behalf of or relating to Coinstar or its business.

Labor Practices

- Suppliers' employment practices must comply with all applicable laws and regulations, including anti-discrimination and anti-harassment laws, in all aspects of employment. Without limiting the foregoing, Suppliers may not engage in discrimination based on race, color, creed, religion, ethnic or national origin, sex, gender identity, age, disability, physical attributes, sexual orientation, marital status, citizenship status, military or veteran status, political affiliation, union membership or any other characteristic protected by applicable law, in hiring or other employment practices.
- Suppliers must not use forced labor - slave, prison, indentured, bonded, or otherwise. Our Suppliers must not traffic workers or in any other way exploit workers by means of threat, force, coercion, abduction, or fraud. Working must be voluntary, and workers must be free to leave work and terminate their employment or other work status with reasonable notice. Suppliers must comply with all local and national minimum working age laws or regulations and must not use child labor. Hazardous work should not be done by anyone under the age of eighteen (18).
- Suppliers must pay at least the legally required minimum wage and provide all legally mandated benefits relevant to where the work is performed. Compensation and benefits should aim to provide an adequate standard of living.
- Suppliers must abide by the maximum legally allowed number of working hours.
- Suppliers must allow workers to exercise freedom of association, and Suppliers are expected to comply with the terms of collective bargaining agreements.

Intellectual and Physical Property

- Suppliers must respect intellectual property rights and protect information assets of Coinstar and other third parties.
- Suppliers must use software, technology, hardware and content which has been legitimately acquired and only in accordance with their associated licenses and/or terms of use.
- Physical products supplied to Coinstar must be manufactured in accordance and otherwise comply with all applicable environmental and health and safety laws.

Business Practices

- Suppliers must protect Coinstar’s proprietary and confidential information.
- Gifts (something of value provided for personal use) exchanged with Coinstar employees should be customary, reasonable, legal and valued at less than \$100 per person. Suppliers should never give a gift or provide business entertainment in close proximity to a major business decision such as a contract award or in an attempt to influence a business decision.
- Suppliers must not engage in bribery or other corrupt business practices. Coinstar is committed to the standards set by the US Foreign Corrupt Practices Act (FCPA) and other anti-corruption laws.
- Suppliers should avoid real or perceived conflicts of interests. Suppliers should not work directly with any Coinstar employee or employee’s family member who holds greater than a 5% interest in Supplier.
- Suppliers should keep accurate financial books and business records as required by local laws and accepted accounting practices. Invoices and reports must be issued without falsification and in a timely manner. Business records should be retained and disposed in a legal and ethical manner.
- Suppliers are expected to (1) maintain an internal process to allow employees to confidentially and anonymously report allegations of mistreatment, discrimination, abuse, violations of law, violations of this Code or other ethical violations, (2) conduct a prompt and thorough investigation of any such report and take corrective action as necessary and appropriate, and cooperate with Coinstar in any such investigation and provide Coinstar with such information as it may request, and (3) not retaliate against any employee who reports in good faith any potential violation of any item contained in this Code.
- Suppliers may not use Coinstar’s name or logo, or hold themselves out as providing goods or services to Coinstar, without Coinstar’s prior consent.

Environmental Responsibility

- Suppliers must have environmental programs and policies designed to comply with environmental laws.
- We encourage our Suppliers to continually seek opportunities to:
 - Reduce their carbon footprint
 - Reduce waste in manufacturing and operations
 - Improve energy efficiency
 - Foster social and economic development of communities in which they operate

Supplier Downstream Selection & Diversity

- Suppliers are expected to engage in fair and ethical dealings in all procurement-related activities, including any bid evaluation, negotiation, award decision and the administration of their own purchasing and sourcing activities.
- Suppliers should proactively seek to engage competitive, diverse suppliers.
- Suppliers may not engage subcontractors under contracts or arrangements with Coinstar, without Coinstar’s prior consent.

Misconduct Reports

Suppliers and other stakeholders are encouraged to report any behavior or activity that they believe in good faith violates a law or this Code. Reports may be made via the secure Coinstar EthicsPoint Reporting Site or the EthicsPoint telephone line for the U.S. and Canada, 1-844-439-4680 and for the United Kingdom, Northern Ireland and Republic of Ireland please dial toll free 0-800-89-0011 (followed by 844-439-4680 when prompted.) EthicsPoint is a 24-hour, seven-day-a-week dedicated website and telephone line maintained by a third-party vendor. Reports will be treated as confidential to the extent possible and may be submitted anonymously where permitted by law.