

## **BURBERRY MODEL WELLBEING POLICY**

Burberry is committed to protecting the wellbeing and health of Models (defined below) engaged by Burberry across its global operations. Burberry has liaised with external authorities and industry specialists in the development of this policy and will continue to do so to ensure the policy is kept up to date with all appropriate UK and International regulations. This policy is informed by the following organisations and guidance: British Fashion Council, Association of Modelling Agencies Code of Practice, Equity Models' Union Code and the UN Declaration of Human Rights.

### **Scope**

This policy is mandatory and relates to the engagement by Burberry of all individuals whose profession is modelling ("**Models**") within Burberry's global operations, including for shoots, shows, events and fittings ("**Burberry Engagement**").

### **Discrimination**

As a global business, Burberry prides itself on being a brand with a diverse customer and employee base and discrimination including race, caste, national origin, religion, disability, gender, marital status or sexual orientation is not tolerated in any part of Burberry's business. Burberry is passionate about attracting, developing and rewarding the most talented and skilled individuals, regardless of background.

### **Respect**

All Models will be treated with respect and professionalism and all necessary steps will be taken to ensure that the safety, health and wellbeing of the Models is protected at all times.

No action or activity that is dangerous, degrading, embarrassing, unprofessional or demeaning will be requested of any Model at any time.

Risk assessments will be carried out for all external shoots and events by Burberry or the relevant nominated party. The Burberry Health & Safety Team will have oversight of these risk assessments.

### **Minors**

Children will always be treated in line with the Burberry Child Safeguarding Policy.

Burberry will not hire Models under the age of 16 to participate in shows and shoots representing an adult.

Models between 16 and 18 years old are not allowed to work between 10pm and 6am. Partial nudity for Models under 18 is not permitted.

Burberry requires that agencies ensure that Models meet their school attendance obligations. Alcohol shall not be served to Models under the age of 18.

All Models under the age of 18 shall be accompanied by a chaperone/guardian during their Burberry Engagement. Expenses for the chaperone will be agreed in advance and covered by Burberry when applicable. Where required, Models shall stay in the same accommodation as their chaperone.

### **Health**

Burberry will work solely with Models who are able to present a valid medical certificate, provided by the agencies and obtained less than six months before the relevant Burberry Engagement, attesting to their good health and ability to work.

Burberry will not work with any Models who are size 32 for women and size 42 for men (European measurement) and will require casting agencies to present women and men Models who are respectively size 34 or over and 44 or over.

If, during any Burberry Engagement, any Model is visibly unhealthy or becomes unwell, the Model shall be excused from the Burberry Engagement and their agency informed immediately.

Burberry shall also provide the Models with access to a helpline for psychological support, should they feel they need it.

If a Model is excused from attending a Burberry Engagement, due to health reasons, the work already completed by the Model will be fully compensated. Being excused from a Burberry Engagement for health reasons will not impact any future engagement offers by Burberry once the outstanding health issues are resolved.

Any illegal substance abuse by a Model during a Burberry Engagement will not be tolerated by Burberry and where identified, a Model will be excused from his or her engagement immediately and their agent notified.

### **Privacy**

All Models shall have access to a dedicated model zone/private space for dressing during a Burberry Engagement to allow them to change in a dignified manner (out of sight of people who do not belong to the production team or Burberry). In the absence of a private room for dressing, a portable changing room or screen will be provided on all locations.

Burberry may provide bathrobes to preserve privacy, as far as possible, before and after wardrobe changes during shoots.

All Models engaged by Burberry will be informed in advance if partial nudity will be required as part of the Burberry Engagement. Models may decline Burberry's request to appear partially nude and will only appear partially nude if they feel comfortable with the degree of nudity required. The Model's written consent to appear partially nude will be obtained prior to the commencement of any Burberry shoot, show or fitting where a Model confirms that they feel comfortable to appear partially nude during such an engagement.

In the case of partial nudity or whilst getting dressed, the Model will never be alone with a photographer or director and the Model's privacy shall be considered and respected at all times.

Models may request a closed set in advance of any shoot and Burberry will use reasonable endeavours to accommodate the request in the case of partial nudity.

A comfortable temperature shall be maintained to safeguard the Model's health in the case of partial nudity.

### **Change of Appearance**

If a Model is required to make permanent or long-lasting changes to their appearance during a Burberry Engagement (e.g. cutting hair), the change must be notified to the Model by the agency in advance and agreed in writing by the Model.

### **Working Hours**

Working hours for a standard day (including overtime) shall be agreed in advance. Agencies will be notified in advance if the 'call time' exceeds 4 hours before the Burberry Engagement.

The Model's working hours during a Burberry Engagement will be monitored to ensure compliance with applicable local law.

### **Rest Breaks**

Burberry will provide Models with no less than a half hour break for every four hours working time, or earlier if a Model requests an immediate break if feeling unwell.

A break around any meal times should also be provided with enough time to obtain and consume the food, this should be no less than half an hour.

### **Refreshments**

Burberry will provide a selection of healthy refreshments for all Models engaged, where working hours exceed 4 hours per day. The refreshments provided must comply with dietary requirements.

At meal times, Burberry will provide either a meal suitable for the Model or provide the Model with enough time to travel to get a meal and an expense value to cover the cost.

Burberry will provide Models with useful information to maintain a healthy diet.

Alcoholic beverages are prohibited in the workplace at all times, unless exceptional authorisation has been given by Burberry (e.g. after-show cocktails) and in such cases, alcohol will be made available in moderation and served responsibly.

### **Remuneration and Expenses**

Agreed fees for the Model's services will be paid in monetary terms and not in kind.

Burberry requires the agencies to ensure that the contract with the Models (or their agency) enables the Models to be paid within the timeframe required by applicable law.

Expenses for accommodation and travel for the Models and chaperones (where relevant) will be agreed in advance and covered by Burberry when applicable. Where the agencies are responsible for providing accommodation, Burberry will require that agencies provide the Models with a level of accommodation that ensures their wellbeing.

After 8pm, Burberry provides transportation for Models to return to their place of residence.

### **Issue Reporting and Audit**

Models may raise any concerns with the Burberry team via email: [model.wellbeing@burberry.com](mailto:model.wellbeing@burberry.com), or calling 0808 100 5689 using access code: 4455, or online at [www.speak-up.info/externalburberry](http://www.speak-up.info/externalburberry).

This service can also be accessed using the "SpeakingUp" app, available to download from the Apple App Store, Google Play and/or Windows Store, again using access code 4455.

Models can also report any issues or disputes they have with an agency, Burberry employee or a third party engaged by Burberry, through the Burberry representative available on location. The presence of at least one Burberry representative during any Burberry Engagement is compulsory.

Burberry may carry out unannounced inspections/audits during any Burberry Engagement to ensure compliance with this policy.

Burberry's Global Ethics Committee will be responsible for overseeing that this policy is implemented and followed. At least once a year, the relevant Burberry representatives will meet with representatives of other brands, agencies and models to review industry guidelines and ensure the continued wellbeing and health of Models.

If you have any queries about this policy, please contact [corporate.responsibility@burberry.com](mailto:corporate.responsibility@burberry.com)