

# J. HOMAN LTD.

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## Supply Chain Policy

- 1) J. Homan Ltd is a manufacturer and wholesaler of jewelry based in Hong Kong. This policy confirms J. Homan Ltd's commitment to respect human rights, avoid contributing to the finance of conflict and comply with all relevant UN sanctions, resolutions and laws.
- 2) J. Homan Ltd deals in diamonds, silver, gold and colored gemstones including ruby, emerald and sapphire.
- 3) J. Homan Ltd is a certified member of the Responsible Jewellery Council (RJC). As such, we commit to following policies relating to the RJC OECD (Organization for Economic Co-operation and Development) Guidance and a commitment to identify and assess risks related to conflict affected and high-risk areas (CAHRAs). The areas of concern are:
  - A)
    - a) respect human rights according to the Universal Declaration of Human Rights and International Labour Organization Declaration on Fundamental Principles and Rights at Work;
    - b) do not engage in or tolerate bribery, corruption, money laundering or finance of terrorism;
    - c) support transparency of government payments and rights-compatible security forces in the extractives industry;
    - d) do not provide direct or indirect support to illegal armed groups;
    - e) enable stakeholders to voice concerns about the jewelry supply chain; and
    - f) are implementing the OECD five-step framework as a management process for risk-based due diligence for responsible supply chains of diamonds, colored gemstones, gold and silver from conflict-affected and high-risk areas.
- 4) Regarding serious abuses associated with the extraction, transport or trade of diamonds, colored gemstones, gold or silver: We will neither tolerate nor profit from, contribute to, assist or facilitate the commission of:
  - a) torture, cruel, inhuman and degrading treatment;
  - b) forced or compulsory labor;
  - c) the worst forms of child labor;
  - d) human rights violations and abuses; or
  - e) war crimes, violations of international humanitarian law, crimes against humanity or genocide.
- 5) We also commit to using our influence to prevent abuses by others by informing our suppliers and stakeholders of our policies through e-mailings and online vehicles. J. Homan Ltd requires KYC forms from vendors and customers to prove legitimization in the diamond, gemstone and precious metal industry, as well as an acknowledgement letter that partnering companies will follow the points of interest of the RJC. Complaint mechanisms are in place through contacting our office and online. Companies that have proven to be blatant non-compliant with RJC policies will be removed from vendor/customer list until proof of correction can be shown. Companies that are suspected of abuses will be given up to 6 months to correct abuses and we will offer our guidance to correct the abuse. If after this time period said company has not changed its practices, we will stop working with said company. If it is suspected (internally or externally) that any of our upstream suppliers are sourcing materials from any Conflict-Affected and High-Risk Areas (CAHRAS), they shall immediately alert

the Highest-ranking Company Officer available. Their alert shall remain anonymous and will be investigated by upper Management. Each potential alert will be handled individually and will be thoroughly reviewed. Due diligence will be used to confirm or dismiss the alert presented to J. Homan Ltd. Whether the alert is deemed to be in violation will be based on the discretion of J. Homan Ltd, the outlined guidelines in this document and in addition to all guidelines set forth by RJC. If there are any questions or complaints, please contact William Chow at [info@jhoman.com.hk](mailto:info@jhoman.com.hk) or call +852-2759-1823.

- 4) Whereas J. Homan Ltd requires the OECD due diligence from our suppliers, we in turn expect our suppliers to conduct their own OECD due diligence from their suppliers.
- 5) Regarding direct or indirect support to non-state armed groups: 1) We only buy or sell diamonds that are fully compliant with the Kimberley Process Certification Scheme and System of Warranties and 2) will not tolerate direct or indirect support to non-state armed groups, including, but not limited to, procuring diamonds, colored gemstones, gold, and silver from, making payments to, or otherwise helping or equipping non-state armed groups or their affiliates who illegally:
  - a) control mine sites, transportation routes, points where diamonds, colored gemstones, gold, or silver are traded and upstream actors in the supply chain; or
  - b) tax or extort money, or diamonds, colored gemstones, gold or silver at mine sites, along transportation routes or at points where diamonds, colored gemstones, gold, silver and PGM's are traded, or from intermediaries, export companies or international traders.
- 6) It is the policy of J. Homan Ltd and its suppliers to be fully compliant with the Kimberley Process Certification Scheme and the World Diamond Council System of Warranties (SoW). All diamond invoices are to be compliant with the WDC SoW, stating "The diamonds herein invoiced have been {sourced} purchased from legitimate sources not involved in the funding of conflict, in compliance with United Nations Resolutions and corresponding national laws {where the invoice is generated}. The seller hereby guarantees that these diamonds are conflict free and confirms adherence to the WDC SoW Guidelines."
- 7) Where national law prevents the SoW statement from being included in your invoice, you should include it in separate accompanying documents.
- 8) We will immediately stop engaging with upstream suppliers if we find a reasonable risk that they are sourcing from, or are linked to, any party providing direct or indirect support to non-state armed groups as described in paragraph 2 or 5.
- 9) Regarding public or private security forces: We affirm that the role of public or private security forces is to provide security to workers, facilities, equipment and property in accordance with the rule of law, including law that guarantees human rights. We will not provide direct or indirect support to public or private security forces that commit abuses described in paragraph 2B or that act illegally as described in paragraph 5.
- 10) Regarding bribery and fraudulent misrepresentation of the origin of diamonds, colored gemstones, gold or silver: We will not offer, promise, give or demand bribes, and will resist the solicitation of bribes, to conceal or disguise the origin of diamonds, colored gemstones, gold and silver or to misrepresent taxes,

fees and royalties paid to governments for the purposes of extraction, trade, handling, transport and export of diamonds, colored gemstones, gold or silver.

- 11) Regarding money laundering: We will support and contribute to efforts to eliminate money laundering where we identify a reasonable risk resulting from, or connected to, the extraction, trade, handling, transport or export of diamonds, colored gemstones, gold or silver.
- 12) It is the policy of J. Homan Ltd to only deal in “earth grown” natural diamonds. CVD’s are not to be sold to J. Homan Ltd. Any “unnatural” diamonds found to have been purchased will be returned to supplier for a full refund.
- 13) We hereby guarantee our diamonds have not originated from the Mbada and Marange regions of Zimbabwe.
- 14) All diamonds, colored gemstones, gold or silver used in the manufacturing of jewelry for J. Homan Ltd are responsibly sourced and conflict free.
- 15) All suppliers and customers must complete a Know Your Counterparty (KYC) document that contains basic background information, including: company contact information, owners/directors and beneficial partners. KYC’s must be included for all partner companies. Suppliers must also complete the “Supplier Compliance Packet” that includes acknowledgement of above principles for Human Rights, sourcing of goods and accepted trade practices.
- 16) KYC information will be fact checked against government databases including OFAC Sanctions List, World Bank Listing of Ineligible Firms & Individuals and United Nations Security Council. We will not work with any company that has been sanctioned by these government organizations.

Policies are updated through government notices and trade notifications including:  
[www.responsiblejewellery.com](http://www.responsiblejewellery.com), [www.kimberleyprocess.com](http://www.kimberleyprocess.com),  
[www.worlddiamondcouncil.org](http://www.worlddiamondcouncil.org), [www.un.org](http://www.un.org), [www.awdc.be](http://www.awdc.be), [www.gold.org](http://www.gold.org),  
[www.lbma.org.uk](http://www.lbma.org.uk), [www.agta.org](http://www.agta.org)

This policy is reviewed yearly and will be modified per updates to RJC protocols or due to a change in sourcing practices.

William Chow is the manager of the Supply Chain Policy.

William Chow  
C.E.O.  
May 2021

To file a grievance against J. Homan Ltd, please email [info@jhoman.com.hk](mailto:info@jhoman.com.hk)  
J. Homan Ltd ensures that the person / company filing this grievance shall do so without fear of blowback, retaliation, dismissal or harassment. The grievance filed shall remain confidential.