

**Code of Conduct
for suppliers and business partners acting as intermediaries
of “Polmor” spółka z o.o. based in Bytów**

This Code of Conduct defines the rules and requirements that “Polmor” spółka z o.o. based in Bytów adopts for use and imposes on its suppliers and business partners acting as intermediaries in terms of responsibility for people and the environment.

“Polmor” spółka z o.o. based in Bytów reserves the right to make appropriate changes to the compliance scheme of “Polmor” spółka z o.o. based in Bytów to change the requirements of this Code of Conduct. In this case, “Polmor” spółka z o.o. based in Bytów expects its suppliers to accept such reasonable changes.

The supplier and/or business partner acting as an intermediary declares that they agree to adhere to the following principles:

1) in terms of compliance with applicable law:

- to comply with the law of applicable jurisdictions;

2) in terms of anti-corruption and anti-bribery:

- not to tolerate corruption or bribery in any form and not to engage in any way, either directly or indirectly, in such practices, both at the state (public) level and with private sector contractors;
- it is prohibited to accept, pay or promise to pay any facilitation fees which may influence official activities, or which are aimed at obtaining an unfair advantage;

3) in terms of fair competition, antitrust law and intellectual property:

- to comply with national and international competition laws and do not fix prices, allocate markets or customers, fix markets, or participate in bid rigging;
- to respect the intellectual property rights of others;

4) in terms of conflicts of interest:

- to avoid any conflicts of interest that could adversely affect business relations;

5) in terms of respect for fundamental employee rights:

- to promote equal opportunities and treat all employees equally, regardless of the colour of their skin, race, nationality, social origin, disability, sexual orientation, political affiliation, religious beliefs, gender or age;
- to respect the personal dignity, privacy and personal rights of each person;
- it is prohibited to employ or force anyone to work against their will;
- not to tolerate unacceptable treatment of employees, such as psychological or sexual harshness and personal harassment or discrimination;
- not to accept sexual or coercive behaviour (including gestures, language and physical contact), or harassment, threats, insults or exploitation;
- to pay fair wages and guarantee a statutory national minimum wage;

- to respect the maximum working hours prescribed by law in any country;
 - to recognize the freedom of association of employees and members to the extent permitted by law;
 - not to discriminate against workers' organisations or trade unions;
- 6) **in terms of the prohibition of child labour:**
- not to hire employees who are under 15 years of age. In countries that fall under the exception for developing countries prescribed in ILO Convention 138, a minimum age of 14 may apply;
- 7) **in terms of the health and safety of employees:**
- to take responsibility for the health and safety of employees;
 - to minimize the risk and take the best possible measures to prevent accidents and occupational diseases;
 - to provide training courses and make sure that all employees are aware of occupational safety;
 - to establish and use an appropriate work safety management system;
- 8) **in terms of environmental protection:**
- to comply with the rules of environmental protection, considering legal norms and international standards;
 - to minimize environmental pollution and constantly raise environmental protection standards;
 - to establish and use an appropriate environmental management system;
- 9) **in terms of the supply chain:**
- to promote compliance with the Code of Conduct among their suppliers, in an appropriate manner;
 - to observe the rule of non-discrimination in the selection of and contacts with suppliers;
- 10) **in terms of conflict minerals:**
- to take reasonable measures to avoid the use of raw materials in their products that finance, either directly or indirectly, armed groups that violate human rights.