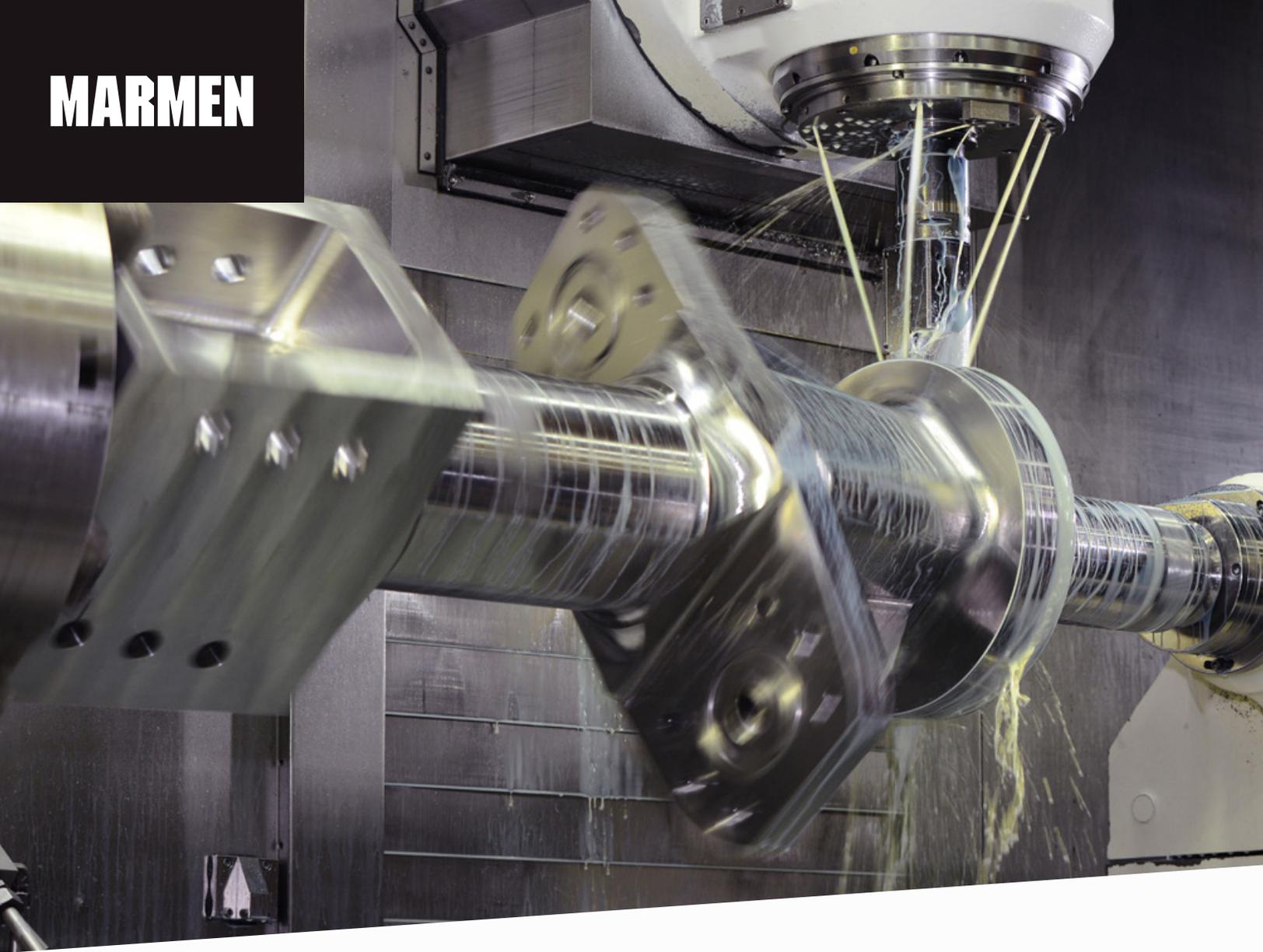


**MARMEN**



# **CODE OF CONDUCT**

## SUPPLIERS

Last update: November 2022

It is important for us not to tolerate any deviation in the ethics of our suppliers. Consequently, we expect that all our suppliers adhere to similar standards to our own and that they operate responsibly in the business community.

As a Marmen supplier, it is important to comply with all the requirements stated in the present code of conduct and to all the laws and regulations applicable as well as conform to any other contractual obligation entered with us.

The code of conduct of Marmen suppliers defines the main principles required. It sets out commitments and expectations of Marmen regarding its suppliers.

## **1. EQUITABLE WORKING CONDITIONS**

- **Discrimination:** Abstain from making any discrimination based on sex, age, ethnicity, nationality, religious beliefs, handicap, union membership, political affiliation or sexual orientation.
- **Human rights:** Respect the rights, personal dignity and privacy of each individual.

Do not tolerate any child labor at any stage of your activity in conformity with laws and regulations applicable. Marmen considers that the minimal age is 15 years old for training programs and 16 years old for any other form of work.

Do not resort to any forced labor, including but not limited to, prison labor, slavery and human trafficking.

- **Working conditions:** Allow workers to quit their jobs freely, at any given time, with a reasonable notice.

Pay employees fairly and respect salary regulations. If there are no regulations set in place, compensate employees so that they can, at a minimum, meet their basic needs.

Ensure that working hours, including overtime, does not exceed applicable legal requirements.

Ensure that employees are entitled to at least one uninterrupted day off per week.

## **2. HEALTH, SAFETY AND ENVIRONMENTAL MANAGEMENT**

- **Health and safety:** Create a safe and healthy work environment for all your employees and make sure that all workers received sufficient training regarding the risks inherent to their jobs.

Set in place measures to ensure that all personnel and individuals present in the workspace are protected against potential risks regarding health and safety.

- **Environment:** Implement measures to reduce your company's environmental footprint and greenhouse gas emissions.

### **3. CONFORMITY OF MATERIALS AND CONFLICT MINERALS**

- **Conformity of materials:** Ensure that the goods supplied to Marmen comply with the requirements of all relevant regulations and declare to Marmen the substances used and contained in the goods supplied.
- **Conflict minerals:** Implement a policy on conflict minerals and act with due diligence to investigate the source of the minerals used.

### **4. BUSINESS ETHICS**

- **Collusion and corruption:** Abstain from all forms of corruption, collusion, document forgery, concealment and extortion.
- **Gifts, donations and invitations:** No goods, favors, services, benefits, invitations or gifts that could be considered a potential source of conflict of interest may be accepted by staff members of Marmen.
- **Conflict of interests:** Disclose all conflict of interests perceived, potential or actual, as soon as possible, to Marmen.
- **Confidentiality:** Protect all confidential information provided by Marmen or a business partner and comply with intellectual property rights.
- **Personal information protection:** Comply with all applicable data protection laws and regulations when dealing with the personal information of employees and customers of Marmen.

### **5. COMMITMENT**

- This code is an integral part of the contractual documents and is intended to guide business relationships.
- The supplier shall retain all relevant documentation and provide it upon request.
- Marmen reserves the right to audit and inspect the supplier's facilities, at its own expense, following advance notice, with or without a third party.
- If, following an inspection or audit, nonconformity is identified, Marmen could develop and implement a corrective plan with the supplier to improve and correct the situation. If the noncompliance is serious, Marmen reserves the right to terminate the contract with the supplier.