

**SUPPLIER CODE OF CONDUCT**

This document sets out the requirements for BOSMAL's suppliers and is intended to guide such suppliers throughout the process of maintaining the highest quality of their supplies.

**1. Introduction**

BOSMAL's business is underpinned by trust and respect. We believe that having a positive impact helps us ensure compliance with the highest standards of conduct. Our commitment to ethical and responsible conduct in the pursuit of our activities is reflected in all aspects of our business. Responsible citizenship is the top priority of sustainable development and is manifested in what we expect from our supply chain partners. BOSMAL is committed to respecting human rights in the workplace, reducing its impact on the environment, conducting business honestly, complying with all laws and regulations and vigilantly watching out for any signs of cybersecurity threats. We expect the same degree of commitment from our suppliers. The guiding principles for our suppliers are a major pillar of responsibility in the workplace. Shared values are essential for long-term successful business operations and must be reflected in relationships and activities in our workplaces and in the workplaces operated by our approved suppliers. The reliability of our suppliers and the quality of their supplies contribute directly to our success. This document is intended to provide our suppliers with guidance on our expectations regarding all aspects of ethical conduct, legal compliance and the promotion of responsible practices, particularly in areas such as human rights, occupational health and safety, environmental protection, measures to prevent corruption, confidentiality, and adherence to economic sanctions and export restrictions. The principles set out in this Supplier Code of Conduct are an integral part of our supplier evaluation and selection policy.

**The requirements described in this document apply also to sub-suppliers throughout the supply chain.**

**2. Objectives:**

- 2.1** To ensure that BOSMAL contracts only with suppliers that manage plants, processes, people and systems in a way that ensures at all times they follow their internal codes of ethics and codes of conduct throughout the supply chain which are fully consistent with BOSMAL's expectations and documents (the Supplier Code of Conduct, the Code of Ethics, the Anti-Corruption Policy);

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- 2.2** To create a method for clearly communicating BOSMAL's cooperation requirements to suppliers.

**3. Requirements for BOSMAL's suppliers:****3.1 A safe work environment and work standards**

All BOSMAL suppliers are expected to prevent all inequalities with regard to compliance with labour law. In this connection, and as a minimum, we expect all suppliers

- a) to ensure fair working conditions and fair working time rules, minimum wages (salaries), equal treatment and non-discrimination, as well as respect for ethnic minorities and indigenous people;
- b) to provide protection against the use of children and modern slavery;
- c) to respect diversity and to promote social integration, the freedom of association, and the right to bargain collectively;
- d) to provide a safe and healthy work environment that promotes the psychological and physical wellbeing of workers.

While promoting ethical and social responsibility, BOSMAL should clearly condemn all forms of modern slavery, such as forced labour, human trafficking or other forms of human exploitation. BOSMAL should respect human rights, support global efforts to eradicate workplace mistreatment, and place emphasis on building and fostering mutual trust among its workers, associates and business partners.

All our suppliers are expected to prevent all workplace accidents, to protect health, and to promote awareness of the risks present in the workplace. They should be fully vigilant to identify potential hazards quickly and to prevent them immediately.

**3.2 The world around us: the environment and business ethics**

All BOSMAL suppliers are expected to follow well-thought-out policies

- a) to save natural resources by reducing their carbon footprint, increasing energy efficiency, reducing water and natural resource consumption, improving air quality and reducing greenhouse gas emissions, recycling, reducing waste and noise emissions, controlling hazardous materials, protecting biodiversity and protecting the welfare of animals; to reduce the impact of their activities on the environment (such impact includes climate change, pollution, degradation of land, marine and freshwater ecosystems, deforestation, and loss of biodiversity); to ensure, through appropriate steps, the right to land, forest, water and quality soil, and to minimise

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the impact of their activities on soil as far as possible; to maintain a system of compliance with the ISO 14001 environmental standard, which is an important element of an efficient key process management system, or to have at least formal environmental procedures in place; to take responsibility for the impact of their activities on the environment; to comply with environmental restrictions imposed by laws and regulations, to reduce the negative impact of their activities on the environment, to prevent pollution, and to focus on finding solutions to eliminate their negative impact at source;

- b) to prevent, detect and report all cases of bribery, as well as other forms of corruption; To maintaining transparent, corruption-free relationships and to comply with all anti-corruption laws. BOSMAL's suppliers should follow the principle of zero tolerance to any form of bribery in all business relations of any nature. This means that our suppliers are expected to explain to all their workers and other persons they engage to work for them that they must not (and to ensure that they do not) offer, promise, request or accept anything of value, either directly or indirectly (i.e. through a third party) to improperly influence any business decision or task or to obtain any other form of unfair advantage;
- c) to respect social, ethical and environmental rules and standards, to maintain the highest quality standards and to protect the environments in which they operate. BOSMAL's suppliers should maintain complete and accurate business records according to prescribed deadlines and to follow a policy of strictly prohibiting the provision of false, imprecise, exaggerated, forged or misleading information or documents;
- d) to promote corporate social responsibility not only in their internal relations, but also by supporting social, cultural and educational activities in their communities;
- e) to eliminate the risk of using and offering counterfeit products.

**3.3 Confidentiality and data protection**

We expect all BOSMAL's suppliers to keep confidential all the information they receive or otherwise obtain in connection with their cooperation with us. More specifically, each BOSMAL supplier is expected to take appropriate measures to protect sensitive information, including confidential information, proprietary information and personal data. No supplier is allowed to use such information for purposes other than the business

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purpose for which the information was disclosed to them, unless with the approval of the owner of such information.

**3.4 Compliance with economic sanctions and export restrictions**

Each BOSMAL supplier, as a link of the supply chain, is expected

- a) to comply with the applicable export and customs regulations in all the jurisdictions in which it is active;
- b) to comply with restrictions that apply to export operations and commercial transactions, including the prohibition to export to sanctioned countries, the prohibition to import from and/or trade in property items originating from sanctioned countries, and the prohibition of financial transactions and trade relations which involve sanctioned countries;
- c) to inform BOSMAL immediately if any supply is fully or partially subject to export restrictions imposed by the law of any country, UE law and/or any other international embargo and export regulations.

**3.5 Contracting with or using the services of private or public security forces**

Each BOSMAL supplier is expected to ensure that all private or public security forces engaged or used by that supplier are properly briefed and adequately monitored to ensure that they comply in all their activities with the applicable laws, including (but not limited to) the prohibition of torture, cruel, inhuman or degrading treatment, the prohibition of unlawfully violating the life or health of other persons, and the freedom of association and the freedom to form trade unions.

**4. Summary**

**All BOSMAL's suppliers are required to follow the above provisions.**

As a BOSMAL supplier, you acknowledge that you are familiar with the content of this document, BOSMAL's Code of Ethics and Anti-Corruption Policy and you agree to adopt and adhere to the provisions of the above documents across your organisation **and to require your suppliers to do the same within their organisations.**

**SUPPLIER CODE OF CONDUCT****5. Final provisions**

1. To make the content of this document available to anyone interested, this document is available electronically in the CSR section, of the [www.bosmal.com.pl](http://www.bosmal.com.pl) website, and copies of this document may be requested by email: [zakupy@bosmal.com.pl](mailto:zakupy@bosmal.com.pl)
2. We reserve the right to verify your compliance with the rules, principles, requirements and instructions contained in this Supplier Code of Conduct and, in this connection, we may ask you to complete our Supplier Evaluation Questionnaire.
3. Additionally, where necessary, we reserve the right to carry out audits at your organisation remotely or on your premises to evaluate the measures you have taken to ensure your adherence to this Supplier Code of Conduct.
4. All questions or doubts regarding this Code, including its application in particular situations connected with purchasing, may be sent by email to [zakupy@bosmal.com.pl](mailto:zakupy@bosmal.com.pl)
5. Each supplier must notify BOSMAL in writing of any violation of this Code whenever they become aware of the same and must take corrective actions to eliminate any irregularities within a specified period.

If a violation of this Code by a supplier is discovered, BOSMAL will have the right to request the performance of its contract with that supplier or to terminate its business relationship with that supplier, including no new contracts with them in the future.

The supplier will have the right to appeal against BOSMAL's decision by email to [zakupy@bosmal.com.pl](mailto:zakupy@bosmal.com.pl).

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Date and supplier's signature