





- Compliance with the law of industry standards and overarching ethical principles
- Attention to the quality of products and services
- 3. Reliable cooperation
- 4. Respect for human rights
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# SUPPLIER CODE of FORTE Group

Appendix to Resolution No. 13/2022 Management Board of FABRYK MEBLI "FORTE" S.A. dated May 23, 2022.



Appendix to Resolution No. 13/2022 of the Management Board of FABRYKI MEBLI "FORTE" S.A. of May 23, 2022.

## SUPPLIER CODE OF THE FABRYKI MEBLI "FORTE" S.A. CAPITAL GROUP

This Supplier Code of the FABRYKI MEBLI "FORTE" S.A. Capital Group (the Code) is intended to serve entities external to the FABRYK MEBLI "FORTE" Capital Group. FORTE S.A. (hereinafter referred to as **FORTE** or the Group), other than employees and collaborators of the Group with whom FORTE conducts or plans to establish cooperation (hereinafter referred to as **Contractors**).

The Code establishes the Group's required standard of conduct regarding Contractors. Each Contractor undertakes that it will comply with the Code. Where a Contractor has its own code of conduct or other internal compliance regulations, the Contractor agrees to comply with a standard at least equal to that under the Code.

The competent person authorized to represent the Contractor, having read the provisions of this Code, shall confirm his commitment to its observance by his signature.

#### 1. COMPLIANCE WITH THE LAW, INDUSTRY STANDARDS AND OVERARCHING ETHICAL PRINCIPLES

The Contractor undertakes that in its relations with FORTE it will act in accordance with applicable law, standards accepted for the Contractor 's industry and respect for the overriding principles of ethics.

The Contractor also undertakes to comply with the laws of third countries applicable to it. If the laws of third countries impose a different standard of conduct than that expressed in this Code, the Contractor agrees to inform FORTE of this fact before signing this Code.

## 2. ATTENTION TO THE QUALITY OF PRODUCTS AND SERVICES

The Contractor undertakes that the products and services it provides will comply with the provisions of the concluded with FORTE, the terms of the order and documented arrangements.

The Contractor agrees that the services it provides and the products it delivers will meet legally required quality standards, including those required by FORTE. The Contractor certifies that it has all legally required permits and authorizations required in the industry of materials or services that the Contractor supplies, to provide FORTE with the specified products and services.

The Contractor further undertakes that all its employees will have the required qualifications to perform tasks related to the provision of FORTE products and services.

The Contractor agrees that it will require its subcontractors to adhere to identical standards of conduct.

#### **3.** RELIABLE COOPERATION

The Contractor undertakes to comply with the terms and conditions of the agreement concluded with FORTE or the terms and conditions of the order placed, as well as with the agreed rules of cooperation. The Contractor undertakes to act in a manner consistent with the principles of fair competition.

The Contractor in its relations with FORTE further undertakes to communicate in a factual and transparent manner and to provide only confirmed information in a manner consistent with business integrity.

In its relations with FORTE, the Contractor will act honestly and transparently. Relations between FORTE and the Contractor will be based on mutual respect and trust.

## 4. **RESPECT FOR HUMAN RIGHTS**

The Contractor undertakes to comply with international laws on the protection of human rights. In particular, the contractor undertakes not to employ or engage in child labor and to beware of modern manifestations of slavery.

The Contractor also undertakes to guard against all forms of discrimination and unequal treatment of its employees and associates. The Contractor undertakes to respect diversity and promote social integrity.

## 5. ANTI-CORRUPTION

The Contractor undertakes, to beware of any corrupt practices, including the transfer of benefits in exchange for a favorable settlement, the execution of an order, the purchase of services or other unethical actions. The contractor declares that it does not cooperate with entities about which it has information that they may have been involved in corrupt activities.

The Contractor shall familiarize the employees responsible for cooperation with the anti-corruption provisions that result from the regulations applicable to the Contractor and FORTE in the scope of cooperation.

If the Contractor becomes aware that corrupt activities have taken place - it will take appropriate corrective actions. If the identified corrupt activities may have in any way affected the area of the Contractor's cooperation with FORTE - the Contractor agrees to immediately notify FORTE of this fact.

The Contractor also undertakes to act in good faith in its cooperation with FORTE and to report any cases of conflict of interest and other irregularities that could negatively affect the cooperation with FORTE, in accordance with the rules adopted in the organization.

#### 6. OBSERVANCE OF EMPLOYEES' RIGHTS

The Contractor undertakes to comply with labor laws and principles of proper conduct in relations with employees and co-workers. The Contractor shall provide its employees with appropriate working conditions, including fair wages.

The Contractor undertakes that the health and safety of employees and co-workers is a priority for the Contractor. The Contractor undertakes that it provides a work environment that complies with accepted principles Health and safety at work and takes appropriate measures to prevent disease occupational and workplace accidents of its employees.

## 7. PROTECTION OF TRADE SECRETS, CONFIDENTIAL INFORMATION AND PERSONAL DATA

The Contractor agrees to maintain the confidentiality of information acquired during and in connection with its cooperation with FORTE and to protect all confidential data and information that comes into its possession. The Contractor shall ensure that such information will be stored in a manner that ensures its security and in accordance with applicable law, for a period not longer than required by law. The Counterparty shall provide adequate measures to maintain the security of information and data of a confidential nature.

The Contractor undertakes to protect in a special way information that is a trade secret, confidential information and personal data and ensures the security of any media containing such data.

#### 8. CONCERN FOR THE ENVIRONMENT

The Contractor undertakes to comply with applicable regulations, international, regional and national standards, industry guidelines and internal environmental rules.

You also undertake to use your best efforts to avoid the use or emission of any substance, the use of which (although not prohibited by applicable laws), is considered by the industry or environmental authorities to be a threat to the environment or human life in any country or region in which you operate. If such substance should or must be used for any reason, the Contractor agrees that every effort should be made to minimize its negative impact on the environment.

The Contractor agrees that, to possible extent, it will demonstrate concern for the environment and for creating space for innovation to help reduce negative environmental and climate impacts. The Contractor undertakes that it acts proactively to minimize energy use, reduce consumption of natural resources and contribute to recycling waste in the course of all business activities in order to use natural resources efficiently, prevent global warming and climate change.

#### 9. RESPONSIBILITY FOR SUPERVISION OF EMPLOYEES AND SUBCONTRACTORS

The Contractor agrees that it shall provide due supervisory measures and exercise due diligence in the selection and supervision of its employees, associates and contractors with whom the Contractor cooperates in activities related to cooperation with FORTE.

The Contractor further undertakes to enforce among its employees, co-workers and contractors knowledge of the relevant regulations and compliance with the standards arising from the Code with respect to activities related to cooperation with FORTE. In the event that the Contractor has its own code of conduct or other internal regulations in the area of compliance, the Contractor obligates these entities to comply with rules of a standard at least equal to that arising from this Code.

#### **10. CONTACT**

In case of any doubts regarding the provisions of this Code and in case of identifying irregularities related to the area of cooperation with FORTE, please contact the Compliance Officer at FABRYKY MEBLI "FORTE" S.A.:

CONTACT DETAILS
Compliance Officer at FABRYK MEBLI "FORTE" S.A. Capital Group
Dariusz Bilwin E-mail address: <u>dariusz.bilwin@FORTE.com.pl</u>
By mail: 1 Biała St.
Registered office: 07-300 Ostrów Mazowiecka

## SIGNATURE OF THE CONTRACTOR

COUNTERPARTY NAME	NAME AND LEGIBLE SIGNATURE AUTHORIZED PERSON