

## Introduction

Group Gheys has adopted a set of corporate social responsibility guidelines in which we strongly believe. We expect our employees to act in accordance with those terms.

As a logic extension we want our suppliers and subcontractors to commit themselves to the same principles of sustainability and ethical behaviour as we do. To make our expectations clear, we created this 'Code of Conduct for suppliers and subcontractors' in alignment with our Corporate Social Responsibility Charter.

## Legal Compliance for Business Integrity

Suppliers and subcontractors (from hereon called 'Supplier') shall comply with all applicable laws and regulation in an ethical way, including but not limited to the following:

- Supplier shall have a zero-tolerance on any form of corruption, bribery, extortion or fraud.
- Supplier shall not offer any gifts or other benefits to Gheys Staff members employees that could influence the integrity of the approached Staff member.
- Supplier shall compete fairly in accordance with all applicable competition laws.
- Supplier shall not misuse any confidential information handed over by Gheys.
- Supplier shall not get in direct contact with Gheys customers on cases in which the interests of Gheys are directly involved without the written permission of Gheys.

## Respect for human rights

Respect for human rights is in the interest of everyone – individuals, companies and ultimately society as a whole. We encourage suppliers to take the highest standards in account in ensuring respect for human rights, including but not limited to the following:

- Supplier shall avoid any form of child labour.
- Supplier shall avoid any form of forced or compulsory labour.
- Supplier shall respect the personal dignity, privacy and rights of everyone employed.
- Supplier shall ensure that their employees are not discriminated against or harassed in any way.
- Working hours shall comply with the applicable law.
- Employee compensation shall meet at least the legal minimums including overtime and are in line with industry standards.
- Supplier shall pay wages at regular intervals and inform employees about the method of its calculation.
- Supplier shall make no disciplinary deductions from wages earned.
- Supplier shall ensure that employees can freely communicate with their superiors concerning their working conditions.
- Subject to applicable law, employees are free to join any trade union of their choice.

## Health and Safety Protection

Suppliers must ensure the health and safety of all persons – their own staff, personnel of subcontractors and all others who direct or indirect involved in their operations. Clear communication on any safety or health hazard on workplaces and work conditions must be in place. Supplier shall provide to their personnel:

- Appropriate personal protective equipment
- Appropriate safety features on machines, tools and equipment.
- Instructions and training on Behaviour Based Safety (BBS).
- Information about the Gheys Life Saving Rules
- Information on legal regulations on resting times.
- Access to drinking water, canteen and sanitary facilities.
- Adequate lighting and ventilation on workplaces.

- Fire safety equipment and an emergency planning.
- Adequate response and assistance on injury and illness.

## **Environment Protection**

We expect all suppliers in all their operations and services to minimize the impact on the environment including but not limited to the following:

- Supplier shall be responsible for managing, measuring and minimizing the environmental impact of their facilities and transportations, including reductions on emissions, waste, energy and water consumption.
- Supplier shall comply with all local regulations or, in their absence, international standards.
- Supplier is encouraged to implement initiatives to improve the sustainable use of renewable resources.
- If applicable, supplier is encouraged to undersign the OCS pledge of Plastics Europe.

## **Sustainability**

As Group Gheys is implementing different initiatives as a continuous improvement approach to CSR, we expect our suppliers to do the same in their own organization. Gheys signed the OCS-pledge and supports the 'Responsible Care program, the chemical industry's voluntary initiative, which – beyond legislative and regulatory compliance – commits companies, national chemical industry associations and their partners to:

- Continuously improve the environmental, health, safety and security knowledge and performance of our technologies, processes and products over their life cycles to avoid harm to people and the environment.
- Use resources efficiently and minimise waste.
- Report openly on performance, achievements and shortcomings.
- Listen, engage and work with people to understand and address their concerns and expectations.
- Cooperate with governments and organisations in the development and implementation of effective regulations and standards, and to meet or go beyond them.
- Provide help and advice to foster the responsible management of chemicals by all those who manage and use them along the product chain.

We strongly encourage our suppliers and subcontractors to set up a similar CSR approach in their management system. Further information can be found on our website or you may contact 'quality@gheys.com'.

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