



Supplier Guideline on Sustainability

Spinko together with its suppliers wants to promote innovation, excellence and performance in a sustainable manner. Our philosophy for collaboration with our suppliers is based on mutual expectations and commitments in terms of reliability, transparency, communication and also sustainability. Therefore the purpose of this guideline is to establish a common standard of performance, to educate, and to encourage commitment to responsible business operations, not to punish.

The Supplier Guideline on Sustainability sets standards and clearly describes the expectations towards our suppliers in regard to human rights, working conditions, environmental aspects, and business ethics. We also expect that our direct suppliers ensure compliance with this Directive by subcontractors and suppliers. They are encouraged to share the contents of this Directive to all parties of their supply chain and to promote compliance active. Guideline on Sustainability is also observed by all their subcontractors and suppliers. We rely on our direct suppliers to communicate and promote actively the standards of this guideline through their entire supply chain.

I. Working Conditions/Labor

A) Child Labor Avoidance

Child labor must not be utilized in any stage of manufacturing. We expect that Companies follow the ILO conventions of a minimum age for admission to employment or work.

B) Wages and Benefits, Working Hours

Compensation and benefits have to comply with fundamental principles relating to minimum wages, overtime hours, and legally mandated benefits. Working hours will, as a minimum, comply with all applicable laws, industry standards or relevant ILO conventions, whichever standard is more stringent. Overtime should be voluntary and employees have to be granted at least one day off after 6 consecutive working days.



C) Freely Chosen Employment

Any form of forced or compulsory labor must not be used. Employees have to be free to leave employment after reasonable notice. It must not be required for employees to hand over government-issued identification, passports or work permits as a condition of employment.

D) Freedom of Association

Workers have to be able to communicate openly with management regarding working conditions without fear of reprisal, intimidation or harassment. Workers need to have the right to associate freely, join labor unions, seek representation, and join workers' councils.

E) Health and Safety

Workers should have a safe and healthy working environment that meets or exceeds applicable standards for occupational safety and health.

II. Environmental Standards

A) Environmental Responsibility

Companies have to support a precautionary approach to environmental challenges, undertake initiatives to promote greater environmental responsibility and encourage the development and diffusion of environmentally friendly technologies.

B) Environmental Performance of Business Operations

All stages of manufacturing have to provide optimal environmental protection. This includes proactive behavior to prevent or minimize the impact of accidents which may adversely affect the environment. Particular emphasis is given to the application and continuing development of technologies which save energy and water, and which are characterized by minimal emission controls, reuse and recycling strategies.



III. Business Ethics

A) Anti-Corruption

The highest standards of integrity are to be expected in all business interactions. Any and all forms of corruption, bribery, extortion and embezzlement are strictly prohibited.

B) Non-Discrimination

Harassment or discrimination against employees in any form is not acceptable. This includes but is not limited to gender, race, color, caste, disability, union membership, political beliefs, origin, religion, age, pregnancy, or sexual orientation.

C) Safety & Quality

All products and services will be delivered to meet the quality and safety criteria specified in relevant contract elements, and will be safe for their intended use.

Leszno, 19.01.2024