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	Kodeks partnerów biznesowych	ASO / 17.01.2024	MDI / 17.01.2024	00 / 17.01.2024	ASZ / 17.01.2024	1 z 5

Introduction

Addit Sp. z o.o is one of the largest European manufacturers of metal components and finished sheet metal products. In carrying out our business activities, our priority is to build and maintain strong, long-term and partner business relationships based on respect and mutual values.

The activities of Addit Sp. z o.o are conducted on the basis of the highest standards of business operation, in accordance with the generally accepted principles of corporate governance, the Code of Conduct and this Code.

Definitions

Addit sp. z o.o. – ADDIT

Business Partner - natural persons, legal entities or organizational units without legal personality, operating in the public or private sector, with whom ADDIT has any business relationship. In particular, our contractors, subcontractors, suppliers, consultants, business partners, agents, financial institutions, professional organizations and other entities with which ADDIT has a business relationship.

Scope

The Code of Conduct forms an inseparable part of any contract that ADDIT signs with each Business Partner.

General provisions

Care for people

Ensuring the health and safety of employees

ADDIT expects all Business Partners to provide their employees and co-workers a workplace free of risks from a health and safety perspective.

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Absolute prohibition of violence, mobbing and discrimination

ADDIT Business Partners will treat prospective and current employees objectively and with due respect. Business Partners will treat all employees fairly regardless of age, gender, parenthood, disability, national or social origin, religion, racial and ethnic origin, color, political opinion, union membership, sexual orientation and gender identity. This provision also excludes other forms of discrimination covered by local or international law.

Adequate remuneration and working conditions

ADDIT expects Business Partners to ensure that their employees are paid their wages in a timely manner with provision for payment of at least the statutory minimum payment, as well as regulations on working hours, breaks and holidays.

Absolute prohibition of forced labor

ADDIT Business Partners do not use and categorically oppose forced labor and slavery in all countries of their operations.

Absolute prohibition of the use of child labor

ADDIT expects Business Partners not to use child labor below the age of completion of compulsory education or below the minimum age of employment according to local legislation, whichever is higher.

Freedom of association

ADDIT Business Partners accept the freedom of association of employees and the right of employees to bargain collectively with their employers.

Care for the environment

Compliance with environmental regulations

ADDIT expects its Business Partners to comply with legal requirements and other environmental regulations applicable to the Partner's business and to minimize the negative impact they have on the environment.

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Biznes Partners Code of Conduct

Prevention and adapting to climate change

ADDIT recommends its Business Partners to adopt a climate policy that includes decarbonization plans and climate risk management. We encourage the adoption of ambitious climate targets leading to reductions in greenhouse gas emissions as agreed in the Paris Agreement. We also recommend that Business Partners maintain calculations of their GHG emissions and report them to the public.

Waste management and pollution prevention

ADDIT recommends its Business Partners to operate according to the principles of a closed loop economy, which entails, among other things, reducing waste, reusing materials where possible, and subjecting products to recovery and reprocessing processes. Out of concern for the environment, ADDIT Business Partners also undertake to reduce and ultimately eliminate any emissions of pollutants associated with their operations.

Environmental Management Systems

ADDIT recommends that Business Partners implement an environmental management system in their companies to ensure that adverse impacts can be effectively managed and reduced, insofar as the nature of the Partner's business justifies it.

Corporate governance and good management

Legal compliance

ADDIT requires that Business Partners conduct their business in compliance with in accordance with the general regulations as well as those specific to their business and have all the permits, licences, concessions, certifications, authorisations, etc. required by law.

Business integrity

ADDIT requires that Business Partners conduct their business and treat their employees, associates, suppliers, customers and other stakeholders in a fair, ethical and transparent manner.

Tax and financial compliance

ADDIT requires its Business Partners to conduct business activities in compliance with tax regulations, as well as to prevent money laundering and terrorism financing.

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Fair competition

ADDIT requires Business Partners to act in accordance with laws and rules on fair competition, prevention of anti-competitive activities and antitrust policy.

Protection of information

ADDIT Business Partners will ensure proper and effective protection of all data and information that constitutes trade secrets or is protected by law.

Absolute zero tolerance for corruption, fraud and abuse ADDIT requires its Business Partners to have an absolute zero-tolerance and to eliminate all corrupt practices from their business. In particular, this includes bribery, kickbacks, paid patronage, unlawful influence on official actions and other activities prohibited by the relevant laws.

Absolute zero tolerance for corruption, fraud and deception

ADDIT requires its Business Partners to have absolute intolerance and to eliminate all corrupt practices from their activities. In particular, this includes bribery, bribery, paid patronage, unlawful influence on official activities and other activities prohibited by applicable law.

Avoidance of conflicts of interest

ADDIT requires its Business Partners to avoid conflicts of interest in any form. Should a situation arise where the Business Partner's interests may conflict with those of ADDIT, the Business Partner shall immediately inform ADDIT of the possibility of such a situation and agree on a path forward.

Verification of compliance

Business Partners undertake to provide ADDIT with information on their compliance with the provisions of this Code. ADDIT, in a justified situation, reserves the right to undertake a check of the Business Partner's compliance with this Code.

Reporting of violations

ADDIT recommends that Business Partners act in accordance with the regulations and good practices on whistleblowing by ensuring both organizational and technical safe conditions for reporting by both their own employees and employees in the value chain.

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