

## Code of conduct

The manufacturer

HANDARY S.A.  
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We, the undersigned company, declare to observe the following laws, rules and guidelines:

### 1) Health and workplace safety

Our employees are provided with safe and healthy working conditions. We follow the common international best practice methods, which ensure safety and health protection for our employees. Safety and health training is given to our employees on a yearly basis (escape routes, fire hazards, first aid, handling of hazardous chemicals, machines and working processes).

### 2) Forced labour and minimum standards of employment

We do not use forced or compulsory labour as defined by the ILO Convention No. 29 and No. 105. We also do not use prisoner labour, which violates basic human rights. Our employees are free to terminate their employment in accordance with the applicable labour law provisions.

Each employee receives a written employment contract, which complies with the requirements of national law and industry standards.

Regarding our employees' working hours, we observe any limits stipulated by national law and industry standards. During the working day, we arrange for our employees' appropriate breaks. All employees are entitled to have at least two days off per week.

Wages are paid for regular working hours; overtime hours and overtime differentials shall meet or exceed legal minimums and/or industry standards. Illegal, unauthorized or disciplinary deductions from wages are not made.

### 3) Child labour

Regarding the minimum age for admission to employment, we comply with the definition of ILO Convention No. 138. According to which any employment before the completion of compulsory schooling and, in any case, under the age of 16 is prohibited. Furthermore, according to ILO Convention No. 182, young persons from 16 to 18 years of age are not employed for any work, which jeopardises their health, safety, morals or mental well-being.

#### 4) Prohibition of discrimination

No distinction is made among our employees on the basis of race, colour, sex, age, social background, sexual orientation, birth, disability, religion, caste, ethnic or national origin, nationality, political opinion, membership in workers' organisations, family responsibilities, marital status or any other condition that could give rise to discrimination.

#### 5) Freedom of association

All employees have the right to establish trade unions, to become a member thereof and to conduct collective bargaining negotiations as defined in the ILO Convention No. 87 and No. 97.

No employees are discriminated against due to their position or their activity as a union representative nor due to their membership in a trade union.

#### 6) Environmental responsibility

We are aware of our responsibility to the environment and the next generations. Therefore, we comply with all national environmental laws. We consider the environmental impacts caused by our applied technologies, processes and materials and are committed to minimising or preventing the negative environmental effects of our activities.

#### 7) Corruption

We reject and neither actively nor passively tolerate any kind of corruption, in particular bribery of and "giving presents" to decision-makers. We do not influence the employees of our business partners by offering favours and we ourselves are not influenced in this very sense. Employees are only allowed to accept hospitality to the customary extent and symbolic presents appropriate to the circumstances. This does not include money, loans, commissions or any other monetary benefits irrespective of the amount.

