



SUPPLIER CODE OF CONDUCT

FIBRAIN Sp. z o.o.
Zaczernie 190F

Done by:	Date:	Approved by:	Date:
Małgorzata Lorenc	29.04.2024	Rafał Kalisz	29.04.2024

1. This "Supplier Code of Conduct" (hereinafter referred to as the "Code") sets out the requirements for all Suppliers to FIBRAIN Sp. z o. o. The Supplier undertakes to comply with the principles and requirements of this Code and to encourage its Suppliers and/or subcontractors to comply with the standards and regulations set out in the Code.
2. In addition to applicable laws and relevant regulations, this Code contains minimum standards for our Suppliers and is an integral part of all contracts between Suppliers and FIBRAIN Sp. z o. o. In the event of any differences between the requirements set out in laws and applicable regulations and this Code, or between the Supplier's own code of conduct and this Code, the Supplier shall comply with the stricter provisions.
3. On the basis of the Code, FIBRAIN Sp. z o. o., aims to exercise due diligence in its supply chain.

§ 1. DEFINITIONS

Supplier - is an individual or legal entity that provides goods and/or services to FIBRAIN Sp. z o. o.

§ 2. LEGALITY

1. The Supplier undertakes to conduct its business in compliance with the law. The Supplier complies with the applicable legal requirements and obligations.
2. Provide its employees and business partners, as well as other stakeholders, with access to complaint mechanisms for confidential and/or anonymous reporting of potential misconduct in relation to the requirements of this Code.

§ 3. RESPONSIBILITY AND BUSINESS INTEGRITY

In particular, the Supplier is obliged to:

1. Safeguard against the occurrence of conflicts of interest when making business decisions. The supplier shall not tolerate corruption in any form, offer, accept or arrange bribes or non-monetary benefits in order to secure a contract or other gain in the business relationship.
2. Avoid conflicts of interest for the Supplier and its employees, while taking into account legitimate business interests.
3. Not to engage in money laundering or the financing of terrorist or criminal activities and to comply with applicable sanction schemes. This requires due diligence in the selection of a business partner.
4. Comply with relevant data protection and related regulations.
5. Protect entrusted, confidential and sensitive information with due diligence and ensure secure electronic data processing - any IT risks must be identified and addressed, and checks must be carried out regularly.

6. Comply with all applicable product safety rules and regulations, as well as quality requirements and due diligence for all goods supplied, such as equipment, products and services.

§ 4. HEALTH AND SAFETY IN THE WORKPLACE

In particular, the Supplier is obliged to:

1. Comply with all health and safety requirements applicable to the Supplier under the law and provide a safe and healthy working environment for employees and visitors to the organisation.
2. Designate a person responsible for health and safety in the organisation.
3. Take the necessary steps - including appropriate monitoring, procedures, work inspections, emergency plans - to prevent hazards and accidents in the workplace.
4. Monitor and record health and safety (H&S) performance and risks, and report and investigate all H&S incidents.
5. Ensure that staff receive appropriate health and safety training, make every effort to raise health and safety awareness among its employees and subcontractors and ensure a safety culture through clear communication.

§ 5. HUMAN AND LABOUR RIGHTS

In particular, the Supplier is obliged to:

1. Respect international human rights regulations and exercise due diligence in relation to human rights, eliminating negative impacts on these rights and remedying their effects where appropriate.
2. Provide equal opportunities to all employees and do not discriminate against anyone on the basis of ethnicity, gender, disability, sexual orientation, religious or political beliefs or other similar characteristics. This applies both to interactions within the company and with business partners. FIBRAIN Sp. z o. o. expects the Supplier to promote the principles of equal opportunity and to prevent discrimination in the case of recruitment, promotion, training or other educational activities. In particular, the term discrimination refers to receiving different amounts of remuneration for the same work.
3. Not to tolerate physical, psychological, verbal violence or sexual harassment and abuse of employees.
4. Comply with the prohibition on child labour, in particular the prohibition on employing children under the age at which compulsory schooling ends in accordance with the law in force at the place of employment.
5. Comply with the prohibition of forced labour, all forms of slavery, slavery-like practices, enslavement or oppression in the workplace, including withholding passports or other documents from workers.
6. Respect the right of workers to associate, form and join (or not join) trade unions and bargain collectively.

7. Pay employees at least the legal minimum wage and recognise their right to adequate remuneration. Overtime must be paid at the additional rate or in accordance with national legislation. Wages and overtime must be paid regularly and directly to employees.

§ 6. ENVIRONMENTAL PROTECTION

In particular, the Supplier is obliged to:

1. Compliance with applicable environmental regulations. The supplier shall ensure that all environmental permits have been obtained and are up to date and that all requirements in this respect are complied with by his company.
2. Use resources efficiently and ensure that the activity is properly monitored to minimise negative environmental impacts. Depending on the industry, regular monitoring of operations must be carried out with regard to emissions of harmful substances, energy, water and raw material consumption, waste water and pollution generated, as well as the storage and handling of chemicals, hazardous materials and waste.
3. Proactively monitor greenhouse gas emissions arising from the Supplier's activities, comply with any reporting obligations related to emissions, seek to reduce these emissions.
4. Identify the impact of their activities on biodiversity and take action to protect it where necessary.
5. Proactively prevent environmentally damaging incidents and ensure that appropriate preventive and corrective action can be taken to respond appropriately to such incidents.

§ 7. AUDIT

1. The Supplier shall allow FIBRAIN Sp. z o. o. or a third body authorised by FIBRAIN Sp. z o. o. to verify and assess compliance with the requirements of this Code through dialogue, disclosure of information or, if FIBRAIN Sp. z o. o. deems it necessary, a direct inspection visit. Such verification shall take into account the Supplier's interest to operate as smoothly as possible and shall be consistent with the Supplier's legal and contractual obligations.

*Annex 1
to the Supplier Code of Conduct*

**DECLARATION OF CONFORMITY
comply with the Supplier Code of Conduct**

We, the undersigned, as persons authorised to represent the Supplier to FIBRAIN Sp. z o.o. hereby confirm that:

1. We have received and acknowledged the Code of Business Conduct in force at FIBRAIN Sp. z o.o. and the Purchasing Policy and we undertake, in addition to our normal duties as set out in our contracts of cooperation with FIBRAIN Sp. z o.o., to fully comply with the principles and requirements contained therein.
2. We will effectively familiarise our employees, colleagues and subcontractors with the Supplier Code of Conduct and oblige them to comply with its provisions.
3. In order to verify compliance with the provisions of the Code of Business Conduct, we will submit ourselves to an audit conducted by persons authorised by FIBRAIN Sp. z o. o.

Company name:	
Company address:	
Name, surname and position of the authorised person signing the Declaration compatibility:	
Name, surname and position of the authorised person signing the Declaration compatibility:	

Legible signatures of authorised persons:
