

# Vink Moulding

## Supplier Code of Conduct

Vink Moulding's Supplier Code of Conduct sets forth minimum workplace standards and business practices that are expected of any Supplier doing business with Vink Moulding, consistent with our company's values. These requirements are applicable to suppliers of Vink Moulding. Vink Moulding is an independent business unit under the legal entity Vink Plast Aps (VAT no. 12559976)

### **A) Code of Conduct**

#### **1. Compliance with Laws:**

Suppliers' personnel and operations shall operate in full compliance with the laws of their respective countries and with all other applicable laws, rules, and regulations. Additionally, Suppliers will ensure that products, services and shipments for Vink Moulding adhere to all applicable international trade compliance laws, rules, and regulations.

#### **2. Labor:**

Suppliers shall uphold the human rights of workers and treat them with dignity and respect.

- a) Suppliers shall employ only workers who meet the applicable minimum legal age requirement, except that in no event shall Supplier employ any person under the age of 16, even if local law permits otherwise. Suppliers shall also comply with all other applicable child labor laws according to local regulations.
- b) Suppliers shall not use any indentured or forced labor, slavery or servitude.
- c) Suppliers' plants shall set working hours, wages and over-time pay in compliance with all applicable laws. Workers shall be paid at least the minimum legal wage or a wage that meets local industry standards, whichever is greater.
- d) Suppliers shall treat employees with dignity and respect and will not engage in or permit corporal punishment, threats of violence, or other forms of harassment whether based on gender, race, color, religion, ethnicity, age, sexual orientation, national origin, disability, or any other legally protected characteristic.
- e) Suppliers shall employ workers on the basis of their ability to do the job, not on the basis of their personal characteristics or beliefs (including race, color, gender, nationality, religion and age, maternity or marital status).
- f) Supplier shall respect employees' right to join or not join any lawful organization, including trade unions and works councils, and shall comply with all applicable local and national laws pertaining to freedom of association and collective bargaining.

#### **3. Health & Safety:**

Vink Moulding is committed to being a global leader in safeguarding the health and safety of our employees and protecting the environment.

- a) While suppliers are on-site at a DD Plast location or at a Vink Moulding customer location on behalf of Vink Moulding, suppliers shall comply with Vink Moulding's Safety Policy and any site-specific requirements.
- b) Suppliers shall ensure a safe work environment and minimize physical and chemical hazards through proper design, engineering and administrative controls, preventative maintenance and safe work procedures as well as ongoing safety training.
- c) Suppliers shall provide workers with appropriate personal protective equipment where hazards cannot be adequately controlled by other means.
- d) Suppliers shall provide and properly maintain physical guards, interlocks, and barriers where machinery presents an injury hazard to workers.

- e) Suppliers shall minimize the impact of emergency situations through the implementation of emergency plans and response procedures.

#### **4. Environment:**

At Vink Moulding, environmental considerations are an integral part of our business practices and the production of quality products. Vink Moulding's suppliers shall comply with all applicable environmental laws and regulations.

- a) Suppliers shall maintain all required environmental permits and registrations and follow the operational and reporting requirements of such permits.
- b) Suppliers shall comply with regulated substance specifications and with any applicable laws and regulations prohibiting or restricting the use or handling of specific substances.
- c) Suppliers shall live up to the standards of the European RoHS and REACH documents as well as the recommendations and regulations of the European Chemicals Agency (ECHA).
- d) Suppliers shall contribute to reuse and recycling of material and products.
- e) Suppliers shall endeavor to reduce or eliminate solid waste, wastewater, and air emissions by implementing appropriate conservation measures in their production, maintenance, and facility processes.
- f) Suppliers shall manage, control, treat and/or dispose of non-hazardous solid waste, wastewater, and/or air emissions generated from operations as required by applicable laws and regulations, before discharge.

#### **5. Ethics:**

Suppliers shall commit to the highest standards of ethical conduct when dealing with its employees, suppliers and customers.

- a) Suppliers shall prohibit any and all forms of corruption, extortion, and embezzlement by its employees, officers, directors or agents.
- b) Suppliers shall adhere to standards of fair business, advertising, and competition.
- c) Suppliers shall not offer or accept bribes or other means to obtain an undue or improper advantage.
- d) Suppliers shall accurately record and disclose information regarding their business activities, structure, financial situation, and performance in accordance with applicable laws and regulations as well as prevailing industry business practices.
- e) Suppliers shall respect intellectual property rights and safeguard customer information. Transfer of technology and know-how shall be done in a manner that protects intellectual property rights.
- f) Suppliers shall implement processes as well as procedures and exercise due diligence to detect and avoid counterfeit parts.
- g) Suppliers shall implement a comprehensive business continuity plan throughout its operations and supply chain to preserve the safety of workers, protect physical property from loss and damage, safeguard intellectual property, prevent interruptions in the manufacturing process and ensure the integrity of shipments at the point of origin.
- h) Suppliers shall implement processes to address the confidentiality and protection of an employee who in good faith raises a concern, makes a report, or assists with an investigation related to potential ethical or criminal violations.

#### **6. Anti-Corruption:**

Vink Moulding is committed to complying with anti-corruption laws that prohibit bribes, kickbacks, or other corrupt actions to obtain or retain business or obtain any improper advantage. All suppliers are expected to comply with applicable anti-corruption laws while conducting business on behalf of Vink Moulding.

Suppliers are prohibited from directly or indirectly receiving or offering any form of bribe, kickback, or other corrupt payment, to or from any person or organization, including government agencies or officials, private companies or employees of those private companies.

## **7. Gifts and Entertainment:**

Vink Moulding recognizes that it is customary for some of its suppliers, customers and other business associates to occasionally give small gifts or offer modest business entertainment to those with whom they do business. It is important, however, that these gifts and entertainment events do not affect an employee's business judgment, or give the appearance that judgment may be affected. When doing business with or conducting business on behalf of Vink Moulding, Supplier may, for legitimate business purposes: (i) offer gifts or entertainment to suppliers, customers or other business associates; or (ii) accept gifts or entertainment offered by suppliers, customers or other business associates; provided, however, that in each instance the gift or entertainment:

- is unsolicited;
- is not a bribe, kickback or other illegal or illicit payment;
- is not given in exchange for any consideration;
- would not embarrass Vink Moulding if disclosed publicly; and
- does not create the appearance (or an actual or implied obligation) that the gift giver is entitled to preferential treatment, an award of business, better prices or improved terms of sale.

Any supplier that violates the provisions of this Section 7 when conducting business on behalf of Vink Moulding risks immediate loss of all existing and future Vink Moulding business.

## **B) Compliance Monitoring**

The supplier will allow Vink Moulding and/or any of its representatives or agent's access to its facilities and all relevant records associated with the products and services provided to Vink Moulding. The supplier and Vink Moulding will establish a mutually agreeable date and time for access. However, risks to Vink Moulding's business may require immediate access to the products, services and associated records and supplier will accommodate Vink Moulding's access as required. Supplier also agrees to cooperate with Vink Moulding to investigate any allegations of wrongdoing, misconduct or corruption.

## **C) Application to Sub-Contractors**

This Code also applies to any sub-contractor(s) to the supplier, providing goods or services to the supplier. The Supplier Code of Conduct shall be cascaded down to all sub-tier subcontractors. The supplier is fully responsible for ensuring compliance by any such sub-contractor(s) as if it were the supplier itself. Vink Moulding reserves the right to audit the supplier's sub-contractors for compliance to Vink Moulding's Supplier Code of Conduct and supplier will accommodate Vink Moulding's audit as required.

## **D) Event of Violation**

Supplier shall promptly report to Vink Moulding notice of known breach of this Code and implement a corrective action plan to cure the non-compliance within a specified time period (furnished to Vink Moulding in writing). If the supplier fails to meet the corrective action plan commitment, Vink Moulding may terminate the business relationship, including suspending placement of future orders and potentially terminating current production. Vink Moulding reserves the right to hold supplier responsible for reasonable costs of investigating non-compliance.

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