



Supplier Code of Conduct

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Introduction to this Code of Conduct

At Fibertex Nonwovens, social responsibility and sustainability are deeply founded in our values. We want to take active and long-term responsibility for how we affect the world.

We seek to create a balance between financial goals on one hand and respect for people and the environment on the other hand, in order to run a profitable business and at the same time, ensure that our activities contribute to sustainable development for the benefit of society, both locally and globally. We believe this to be essential when building and developing trusting relationships with our suppliers.



When considering purchase, we do not only have a responsibility towards the sourced products. We also have a responsibility towards the people and the communities we are sourcing from all the way through the supply chain. We therefore want to be an active partner and inspire our suppliers to take a responsibility themselves by continuously develop and improve their way of conducting business.

Fibertex Nonwovens comply with the principles in this Code of Conduct, and we expect the same from our suppliers and subcontractors. Therefore we see acceptance and compliance with this Supplier Code of Conduct as an integral part of supplying to Fibertex Nonwovens.

Fibertex Nonwovens respects and wish to promote the 10 principles of the UN Global Compact covering: human rights, labour, environment and anti-corruption. Therefore, this Supplier Code of Conduct is based on the UN Global Compact and the internationally proclaimed human rights as specified in the International Declaration of Human Rights and the Fundamental Labour Conventions of the International Labour Organization (ILO).

The Ten UN Global Compact principles

Human Rights

1. Businesses should support and respect the protection of internationally proclaimed human rights, and
2. Businesses should make sure they are not complicit in human rights abuses.

Labour

3. Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining.
4. Businesses should uphold the elimination of all forms of forced and compulsory labour.
5. Businesses should uphold the effective abolition of child labour.
6. Businesses should uphold the elimination of discrimination in respect of employment and occupation.

Environment

7. Businesses should support a precautionary approach to environmental challenges.
8. Businesses should undertake initiatives to promote greater environmental responsibility.
9. Businesses should encourage the development and diffusion of environmentally friendly technologies.

Anti-Corruption

10. Businesses should work against corruption in all its forms, including extortion and bribery.

LEGAL COMPLIANCE

Fibertex Nonwovens requires that supplier shall, in all activities comply with all relevant local, national and international laws, regulations and provisions applicable in the country of operation. Fibertex Nonwovens requirements specified herein, supplier's undertakings in respect thereof may go beyond the requirements of the local, national and international laws, regulations and provisions, and supplier undertakes to inform all concerned employees and sub-suppliers about the content of this Supplier Code of Conduct and ensure that they comply with these terms and conditions.

This Supplier Code of Conduct is not and should not be interpreted as a means to circumvent or undermine national laws or regulations.

HUMAN RIGHTS

Fibertex Nonwovens suppliers must support and respect the protection of international human rights and, if they are involved in any violations, must stop immediately and must remediate any harm to right-holders.

Privacy

We expect our suppliers to respect their employee's right to privacy if monitoring employees or when gathering or keeping personal information according to ILO Code of Practice on Protecting of Workers Personal data.

Community impact

We expect our suppliers to take responsibility for its surrounding community. This for example means that the supplier should avoid involvement or complicity in human rights violations in interactions with state security forces. Furthermore, the supplier should not participate in or benefit from improper, forced relocations and must compensate adequately for legitimate relocations.

The supplier must establish and maintain emergency procedures to prevent all health emergencies and industrial accidents affecting the surrounding community or the environment.

National risk

We expect our suppliers to take measures to avoid violations of human rights as a result of government or community practices in the country in which they operate.

SOCIAL AND LABOUR CONDITIONS

Working environment

The supplier commits to ensure that appropriate measures are taken in order to provide a safe and healthy environment by minimising work related risk and hazards at their source. In particular but not limited to, by utilising a proper design, location and maintenance of production facilities as well as production equipment in order to ensure an acceptable level of noise, appropriate lighting and ventilation as well as adequate sanitary facilities and access to clean drinking water. The production facilities shall be designed to enable evacuation in emergency situations and be equipped with first aid and personal protection equipment of appropriate kind and extent. Workers shall regularly be trained in handling emergency situations.

The supplier shall prevent harmful physical or mental stress due to conditions of work and corporal punishment, unlawful discrimination, harassment or any other form of physical or psychological coercion on any employee is strictly prohibited.

The supplier is expected to continuously improve its working environment all the way through the value chain by means of operational control and monitoring and by focusing on awareness training, eg by obtaining an ISO 18001 certification and working dedicatedly with this.

Right to organise and collective bargaining

The supplier shall ensure that employees and other workers are not prevented from associating freely with any workers' association, collective bargaining association or other group of their choosing.

Working hours, wages and benefits

The supplier must ensure that at least minimum wage according to applicable legislation or local industry standard compensation is paid. Supplier shall further compensate employees for overtime worked and ensure that the overtime required does not exceed applicable standards. Wages must be paid on a regularly basis and deductions from wages should be transparently stated on the payslip and must never be used as a disciplinary measure.

The maximum working hours in a week must not exceed 48 hours on a regular basis with a maximum of 60 effective hours per week, including overtime, or less if dictated by national law.

If a supplier provides housing facilities, such housing facilities shall be designed to provide reasonable privacy, quietness, appropriate lightning and ventilation as well as adequate sanitary facilities and be equipped with sufficient evacuation possibilities and basic fire fighting equipment. Employees must be provided with their own individual bed or sleeping mattress as well as private storage capacity for personal effects.

Forced labour

The supplier shall ensure that forced or bonded labour is not used in suppliers or sub-suppliers operations. Supplier may not impose restrictions on the free movement of employees during time off, other than reasonable limitations imposed for the safety and comfort of the employees. The supplier must not withhold the identity cards, travel documents and other important personal papers of its employees, thereby preventing the employees from ending their employment.

Child labour

The supplier hereby recognise the right of the Child to be protected from economic exploitation and from performing any work that is likely to be hazardous or to interfere with the Child's education or to be harmful to the Child's health or physical, mental, spiritual, moral or social development according to the United Nations Convention on the Rights of the Child Article 32.1. and to act in accordance with the best interests of the Child in all suppliers activities.

In this Code of Conduct, the word "Child" is defined as a person younger than fifteen (15) years of age or, as an exception, fourteen (14) years of age in countries covered by article 2.4 in the International Labour Organisation Convention No. 138. Supplier hereby recognise that the minimum age for admission to any type of employment or work which by its nature or the circumstances in which it is carried out is likely to jeopardise the health, safety or moral of young persons shall not be less than eighteen (18) years.

Discrimination

The supplier must not discriminate on the basis of age, colour, disability, ethnicity, family status, gender, genetic characteristics, marital status, nationality, race, religion, sexual orientation, national or social origin, union membership or other form of status recognized by international law. The supplier must protect workers from any form of harassment at the workplace, whether committed by managers or colleagues.

ENVIRONMENT

The supplier commits to identify all relevant national and international legislation concerning supplier's and any sub-supplier's operation, and communicate such information to Fibertex Nonwovens upon request from Fibertex Nonwovens.

The supplier is expected to actively limit the use of resources as much as possible covering all activities from raw materials to finished products. This includes minimizing the use of raw materials, energy, water and chemicals, handling waste in an environmentally responsible way and recycling materials as much as possible. Supplier shall strive to minimise its waste and emissions to air, ground and water.

The supplier is expected to continuously improve its environmental performance all the way through the value chain by means of operational control and monitoring and by focusing on awareness training, eg by obtaining an ISO 14001 certification and working dedicatedly with this.

The supplier commits to clearly identify hazardous waste, chemicals and heavy metals and ensure that such substances are handled, stored and disposed of safely and properly in accordance with instructions from the manufacturer of such substances, as well as applicable laws and regulations. Should local legislation and/or systems for the safe disposal of the identified hazardous materials not exist, supplier ensures that such substances will not be handled, stored or disposed of in a way that may pollute the environment or constitute a health risk to employees or the community.

Supplier commits to ensure that appropriate measures are taken in order to eliminate hazards at their source, in particular, but not limited to, by utilising a proper design, location and maintenance of production facilities as well as production equipment.

ANTI-CORRUPTION

The highest standards of integrity are expected in all business interactions and the supplier must comply with all applicable laws and regulations on bribery and corruption. Corruption and bribery are recognized as barriers to sustainable development and free trade.

The supplier must never directly or through intermediaries, accept or offer bribes. A bribe is a payment of anything of value – money, products, services, extravagant gifts or entertainment – made to a public official or an employee of a commercial partner in order to secretly influence his behaviour and thereby improperly obtain or secure business.

Fibertex nonwovens does not accept these practices and therefore does not offer or accept any kind of undue payment in any of our business transactions. Supplier shall act accordingly.

ENFORCEMENT AND DEPLOYMENT

The supplier shall effectively communicate and ensure that all measures required herein are implemented.

If supplier does not implement and adhere to the requirements contained herein, this will constitute a material breach of this commitment, and Fibertex Nonwovens may at its sole discretion and without any compensation to Supplier, immediately terminate all existing agreements with Supplier, and cancel any existing orders.

Fibertex Nonwovens may conduct announced audits at the suppliers sites in order to verify that the supplier is in compliance with this supplier code of conduct. These audits may be performed either by Fibertex Nonwovens or by a third party auditor chosen by Fibertex Nonwovens. In connection with an audit, suppliers shall be prepared to provide Fibertex Nonwovens access to all relevant and reasonably requested information and documentation.

We hereby confirm that we have read, understood and agreed to comply with the terms of this Code of conduct.

Supplier Company Name

Signature

Name

Date & Company Stamp

