

Code of conduct

Introduction

This code of conduct applies to our sourcing and trading partners specifically where we are an importer of the products. At Heimgard Technologies, we promote decent working and environmental standards in our supply chains. We cooperate closely with our suppliers and business partners in pursuit of this aim. Accordingly, we have prepared this code of conduct to illustrate what we expect of our suppliers and business partners.

The code of conduct covers human rights, workers' rights, the environment, and corruption. We aim to continuously improve policy and practice that supports suppliers in complying with this code of conduct.

Local and national requirements

Suppliers to Heimgard must comply with all applicable national laws, industry minimum standards, and the International Labor Convention and United Nations conventions. Should the provisions of local and national law and the requirement of this Code of Conduct differ, the highest standard shall apply.

Heimgard's suppliers are to supply goods and services that are produced in compliance with the code of conduct. Moreover, the suppliers are to communicate the code of conduct to their sub-suppliers and to monitor implementation.

A supplier must be able to document compliance with the code of conduct at Heimgard's request. Such documentation may take the form of self-declaration, follow-up meetings, and/or inspections of the working conditions at production sites. The supplier will be obliged to name and provide contact information for any sub-supplier that Heimgard wishes to inspect. In the event of a breach of the code of conduct, Heimgard and the supplier will jointly prepare a plan for remedying the breach. Remediation must take place within a reasonable period. The contract will only be terminated if the supplier remains unwilling to remedy the breach following repeated inquiries. Heimgard strives to work with suppliers who treat their workers with dignity and respect, adhere to applicable laws and regulations, and make their products in an environmentally sustainable manner. This is following our customers' expectations.

Forced labor

Suppliers shall not use forced labor, whether in the form of involuntary prison labor, indentured labor, bonded labor, or otherwise.

Employees shall not be required to pay a deposit or surrender their identity papers to an employer, and they shall be free to terminate a work contract after a reasonable period of notice. Employees shall have the right to leave the workplace after reasonable notice.

Child labor

Suppliers shall not employ people younger than 15, or the minimum age for completing compulsory education in the country of manufacture, whichever is higher.

Children under the age of 18 shall not engage in labor that is hazardous to their health, safety, or morals. Night work is not accepted.

If child labor is found, the supplier must take immediate action. An action plan must be developed and implemented. Such a plan must be in the best interests of the child, the family, level of education, and social situation. If such a plan is not developed and implemented, Heimgard and our business providers could stop all activity with this supplier promptly.

Discrimination and Personal Integrity

Suppliers shall not subject any person to discrimination in employment (including hiring, salary, benefits, advancement, discipline, termination, or retirement) based on gender, race, religion, age, disability, sexual orientation, nationality, political opinion, or social or ethnic origin. Suppliers shall treat every employee with respect and dignity, and shall not subject any employee to physical, sexual, psychological, or verbal harassment or abuse.

Wages and Working Hours

Suppliers shall pay employees at least the minimum wage required by local law or exceed legal minimums and/or industry standards. Wages shall always be sufficient to cover living expenses and provide some additional disposable income.

In addition to their compensation for regular hours of work, suppliers shall compensate employees for overtime hours at the applicable premium rate in their country. In countries that have not established premium overtime rates, suppliers shall not pay employees less than their regular hourly rate for overtime hours.

Working hours and public holidays shall be following national legislation or industry standards and shall not exceed the working hours laid down in current international conventions.

Employees should not be required to work more than 60 hours a week except in extraordinary business circumstances. Overtime shall be voluntary and is recommended to be limited to a maximum of 12 hours per week. Employees should be granted at least one day off every seven days.

Health and Safety

Suppliers shall comply with applicable environmental laws and regulations and provide a safe and healthy working environment to prevent accidents and injury to health

Regulations and procedures must be established and followed regarding occupational health and safety, fire protection, and emergency preparedness. Systems to avoid potential threats to the health and safety of all employees shall be established.

A management representative responsible for the health and safety of all employees shall be

appointed. Safety training should be holding regular. Such training must be repeated for new and reassigned employees.

Employees shall have access to clean sanitary facilities and clean drinking water. If necessary, the supplier shall also ensure access to facilities for safe food storage.

In cases where the supplier provides accommodation, it shall be clean, safe, good ventilation, and have access to clean sanitary facilities and clean drinking water. Fire safety and emergency evacuation plans must be of the same standard as in the working environment. There must also be held regular safety training in the residential.

Monitoring and Compliance

Management systems

The supplier shall define and implement a policy for social accountability. The social accountability policy shall be communicated and accessible to all employees.

Top management shall define and implement a management system to ensure that the requirements of this Code of Conduct can be met.

Management is responsible for the correct implementation and the communication of the requirements of the Code of Conduct to all employees.

The supplier must respond to concerns of employees with regards to compliance with the supplier's policy and/or the requirements of this Code of Conduct.

Monitoring

Heimgard shall have the right to monitor factories producing for Heimgard through audits by third parties and visits by Heimgard or our business partner's personnel.

Compliance

If we determine that a particular factory does not comply with our Code of Conduct, we typically strive to work with the supplier to develop and implement an appropriate corrective action plan. Heimgard may elect to end its relationship with a supplier at any time for failing to adhere to our Code of Conduct.

Date:

Name of company:

Signature:

Signatories printed name:

(Please add company stamp)