



AUTROBOT-STREFA SUPPLIERS CODE OF CONDUCT



Autorobot-Strefa is aware of its responsibility towards people and the community as well as the environment. Our conduct and activities in the field of sustainable development are regulated by our Code of Conduct and Ethics.

As part of its operations, Autorobot-Strefa strives to maintain the highest quality standards, however, it places particular emphasis on observing human rights, maintaining employee safety and protecting the environment.

Our Code clearly defines key principles and values that guide our behaviour and support our values, policies and principles. It sets minimum standards and expectations for environmental protection, social and ethical issues for all of our Suppliers .

In accordance with the above obligations and operating principles, Autorobot-Strefa expects compliance with the principles referred to in this "Autorobot-Strefa Supplier Code of Conduct by all its Suppliers and service providers, their parent companies, subsidiaries and affiliates, employees, both temporary and temporary permanent, own Suppliers and subcontractors of a given supplier, employment agencies as well as any other entities maintaining business relations with Autorobot-Strefa, hereinafter referred to as "Suppliers ".

Autorobot-Strefa expects its Suppliers to comply with applicable local law and international treaties, treat its employees in a fair, dignified and respectful manner, and ensure safe and healthy working environment, acting in an ecologically responsible manner and conducting fair and reliable business operations.



Herein Autorobot-Strefa Supplier Code of Conduct applies to the following key areas for Suppliers :

COMPLIANCE WITH LEGISLATION AND REGULATIONS

The Suppliers of Autorobot- Strefa undertake, without exception, to comply with all applicable laws, regulations and international treaties, including in particular:

- human, social and labour rights;
- environmental protection;
- business ethics practices, including anti-corruption, competition law and compliance with international trade regulations,
- protection of property, including information and data.

HUMAN, SOCIAL AND LABOUR RIGHTS

According to the Universal Declaration of Human Rights and its own ethical principles, Autorobot-Strefa expects its Suppliers :

- support and respect for the protection of human rights declared at international level,
- ensure that they do not take action that violates human rights;
- respect freedom of association,
- contribute to the elimination of all forms of forced labour,
- contribute to effective prevention of the employment and work of children and minors,
- contribute to the elimination of discrimination based on sex, sexual orientation, religion, nationality as well as race and origin,
- guarantee all employees the opportunity to work in an environment free of the risk of any form of mobbing or harassment and intimidation
- compliance with all applicable pay regulations, including minimum wages, overtime and statutory benefits.



HEALTH AND SAFETY AT WORKPLACE:

Considering that all employees have the right to a safe and healthy work environment that does not endanger their personal integrity, Autorobot-Strefa Suppliers undertake to enforce laws and regulations aimed at protecting health and safety of their employees.

The supplier is expected to ensure the organization of work and workplaces in a way that protects employees against accident risks and the effects of factors harmful to health and nuisance - taking into account the psychophysical capabilities of employees.

The supplier should ensure the elimination of hazards to the health and life of employees mainly through the use of technologies, equipment, materials and substances that do not cause such risk. If, due to the type of work process, it is not possible to eliminate hazards, appropriate organizational and technical solutions, including appropriate collective protection measures, should be applied, limiting the impact of these threats on the health and safety of employees.

Suppliers are required to provide employees with properly accessible sanitary installations, drinking water, and equipment meeting the sanitary standards for preparing, storing and consuming food.

The supplier is suggested to implement and conduct a security policy and occupational health and continuous improvement of your occupational health and safety management system.

ENVIRONMENTAL PROTECTION

Autorobot-Strefa strives for more sustainable development of the world, while respecting the natural environment and at the same time protecting natural resources. Autorobot-Strefa Suppliers are suggested to protect natural resources and biodiversity, structure their activities and the supply chain in order to avoid or minimize the negative impact on the natural environment in the form of atmospheric emissions, hazardous waste and sewage discharges and strive for continuous improvement of their products, processes and services to make them more environmentally friendly. Suppliers are expected to comply with all applicable laws and regulations regarding environmental protection.



CORRUPTION PREVENTION

We have committed ourselves to doing business in a highly honest manner and we do not tolerate any form of bribery or corruption, including embezzlement, money laundering, fraudulent commissions, frauds, fraud, favouring family or favouring friends. Suppliers should avoid providing Autorobot-Strefa employees or receiving any form of hospitality and entertainment, gifts, cash or charitable and political contributions, sponsorship from them, as it may be considered corruption or conflict of interest under certain circumstances.

Only such gifts, invitations or benefits, passed or received from the Supplier, which purpose is solely to strengthen the image of his brand and maintain good business relations are allowed. They should have a symbolic value (max PLN 100) and be in line with usual business practices and not violate the laws and regulations of the given country.

Autorobot-Strefa Suppliers undertake to comply with the above rules and to ensure compliance with them by their subcontractors and Suppliers. They undertake to implement a compliance program aimed at detecting and preventing corruption, including internal rules prohibiting and sanctioning corruption by introducing employee awareness raising campaigns and assessing third parties and appropriate control systems.

CONFLICT OF INTERESTS

Suppliers are required to avoid actual or even apparent actions and activities that may be perceived by the Autorobot-Strefa as a conflict of interest. Suppliers cannot do business directly with any employee of Autorobot-Strefa whose spouse, partner or other family member has a significant financial interest in the supplier's company.



COMPLIANCE WITH INTERNATIONAL TRADING RULES

Autorobot-Strefa expects its Suppliers to comply with applicable international trade laws, including export controls, embargoes and sanctions, as well as to provide information on any export or re-export restrictions covering their supply of products and services.

Autorobot-Strefa requires its Suppliers to identify all parts of deliveries or services subject to export legislation at the time of concluding the contract or receiving the order, as well as updating individual information in the event of changes in export regulations or classification and the transfer of all information on the applicable export regulations to the Autorobot-Strefa.

COMPLIANCE WITH THE COMPETITION LAW

Autorobot-Strefa requires all Suppliers to strictly comply with applicable laws on fair trade / competition in places of business. As a general rule, these rules prohibit agreements or actions that could restrict or distort competition or trade.

This includes, in particular, price settlement agreements, manipulation of bidding processes, collusion on markets, territories or customers between competitors, as well as boycotting or unequal treatment of certain customers or Suppliers without good cause.

In addition, it is prohibited to pass on or disclose sensitive business information about competitors, customers or Suppliers.

INTELLECTUAL PROPERTY PROTECTION

Autorobot-Strefa requires each Supplier to comply with all applicable national laws and international treaties governing intellectual property matters and respect intellectual property rights of Autorobot-Strefa and third parties.



INFORMATION AND DATA PROTECTION

Autorobot-Strefa requires its Suppliers to maintain the confidentiality of non-public information / data, including respecting applicable confidentiality agreements and ensuring adequate protection and refraining from disclosing any strategic, financial, technical or commercial data or documents provided by Autorobot-Strefa which are not publicly available.

All identity, professional or private information about individuals should be protected with all necessary precautions to prevent their modification or disclosure in accordance with local and international law. The confidentiality obligation also applies to confidential information provided by Autorobot-Strefa partners and customers.

The supplier is obliged to immediately inform Autorobot-Strefa in the event of an event affecting Autorobot-Strefa information, its partners or customers, involving confidentiality or integrity issues. The above obligations remain in force even if the business relationship between the Supplier and Autorobot-Strefa terminates.

PROPERTY PROTECTION

Autorobot-Strefa Suppliers are responsible for securing the property and resources transferred to them by Autorobot-Strefa. Such property and resources should be used in accordance with their business purpose and to the extent determined by the Autorobot-Strefa. They should not be used for other purposes without the prior consent of Autorobot-Strefa, but they should be protected against any destruction, counterfeiting, loss or theft.



CONCERNS REPORTING

Autorobot-Strefa expects the supplier to promptly report any violations of this Code. Any supplier who is aware of a potential violation or suspects unethical or illegal behaviour that violates, in his opinion, this Code may contact the President of Autorobot-Strefa or report a violation of ethics in business in anonymous form by sending a notification to the email address:
etyka@autorobotstrefa.pl.

COMMUNICATION

Autorobot-Strefa expects Suppliers to take appropriate steps to provide their employees with these principles described in the Autorobot-Strefa Supplier Code of Conduct.

This Code of Conduct for Autorobot-Strefa Suppliers together with the General Terms and Conditions for the Ordering of Goods and Production Services constitute an integral part of all orders and contracts concluded by Autorobot-Strefa in which Autorobot-Strefa acts as the Purchasing or Ordering Party.

The Supplier understands and accepts that Autorobot-Strefa reserves the right to verify compliance with the principles referred to in this Autorobot-Strefa Supplier Code of Conduct by each of the Suppliers in any form of their choice: a questionnaire or audit carried out by Autorobot-Strefa or on behalf of Autorobot-Strefa.



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