

> **Code of Conduct** for suppliers

Introduction

Mekoprint A/S's "Code of Conduct" is a set of ethical rules for the cooperation between Mekoprint A/S, its employees and suppliers to ensure that materials and services are produced in such a way that it lives up to Mekoprint A/S's objective to act responsibly towards all parties involved. For this reason Mekoprint A/S participates in the UN Global Compact (www.unglobalcompact.org).

For the benefit of both parties Mekoprint A/S strives to establish long-lasting cooperation with our suppliers. Constructive dialogues with suppliers are an important part of the conclusion of contracts.

Mekoprint A/S has developed a set of ethical rules about its expectations to itself, its employees and suppliers.

Mekoprint A/S's general requirements for suppliers

General responsibilities

Mekoprint A/S expects its suppliers to comply with national laws and regulations as well as with the principles expressed in this "Code of Conduct".

It is the supplier's responsibility to ensure that its sub-suppliers are aware of and adheres to the principles expressed in this Code of Conduct. Upon request, suppliers shall inform Mekoprint A/S of any sub-suppliers used.

It is the supplier's responsibility to take all necessary and appropriate steps to ensure that Mekoprint's "Code of Conduct" is complied with. It is also the supplier's responsibility to present information and evidence if Mekoprint A/S requests this.

Contact

For general questions about or comments to Mekoprint A/S's "Code of Conduct", please, contact Mekoprint A/S's sales or purchase department.

Child labor

Mekoprint A/S shall respect children's rights to development and education. Therefore it is not in favor of child labor and does not use children in its workforce. Mekoprint A/S expects that its suppliers do not have any employees under the age of 15 (in some countries under the age of 14 according to the national legislation) or under the compulsory school age in countries, where such age is higher than 15 years.

Young workers in the legal workforce of up to 18 years of age shall be exempted from any form of employment or work, which - in terms of its nature or the circumstances under which it is carried out - may be dangerous to their health, safety or morals.

If it is found that a child performs such work, Mekoprint A/S and all suppliers affiliated to Mekoprint A/S must act in the child's interest. Any action must improve and not impair the child's situation. International Labor Organization R190 & C182.

Discrimination

Mekoprint A/S and all suppliers affiliated to Mekoprint A/S shall fail to discriminate on the basis of personal characteristics in relation to recruitment, compensation, training, promotion, dismissal or resignation.

The use of physical punishment or any other form of mental or physical coercion, disciplinary action and sexual harassment is not allowed.

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Forced labor

Forced labor, debt work, non-cancellable contracts of employment or involuntary labor of prisoners are not allowed.

Working environment

Mekoprint A/S and all suppliers affiliated to Mekoprint A/S must provide healthy and safe working conditions and take all reasonable precautions to protect employees against occupational hazards and foreseeable hazardous situations at work. Mekoprint A/S and all suppliers affiliated to Mekoprint A/S shall comply with all applicable local laws and regulations to avoid accidents and health damage caused by, related to or arisen during work for Mekoprint A/S.

Mekoprint A/S expects supplier to be continually improving working conditions and reducing occupational risks and hazards, for example, by setting goals and providing necessary and adequate training.

Working hours and wages

Mekoprint A/S and all suppliers affiliated to Mekoprint A/S shall not require that employees work more than 60 hours per week, including overtime. If local law provides for shorter working hours, such laws must be respected. Employees shall be entitled to at least one day off in every period of seven days.

All laws and regulations on wages and work, including those regulating minimum wages, overtime pay, sick leave, piece-rate and other forms of compensation must be respected.

The right to organize and to debate commonly

The right to organize and to debate commonly Mekoprint A/S and all suppliers affiliated to Mekoprint A/S must allow employees and other staff to organize themselves into legal trade unions and to participate in collective bargaining of their choice.

Environment

Mekoprint A/S and all suppliers affiliated to Mekoprint A/S are expected to comply with local and international laws. Mekoprint A/S and all suppliers affiliated to Mekoprint A/S must therefore strive to reduce wastage and the pollution of air, earth and water. Similarly, chemicals shall be handled in an environmentally friendly way and hazardous waste shall be managed, deported and discarded in an environmentally sound and safe manner within the existing legislation.

Corruption

Mekoprint A/S expects the highest degree of integrity and honesty in all business activities. Mekoprint A/S and all suppliers affiliated to Mekoprint A/S must avoid any form of corruption, direct and indirect, including extortion, fraud and bribery.

Mekoprint A/S's "Code of Conduct" has been received, read and accepted by:

Company

Employee's name:

Address:

Telephone No. / Fax:

Date:

Signature:

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