

Code of conduct

CEO Molytex, dated 2017-11-12


Inge Matzau



MOLYTEX A/S

Smedeland 12
DK-2600 Glostrup
CVR DK42677612

Telefon: +45 43 63 63 63
Web: <http://www.molytex.com>
Email: molytex@molytex.dk

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Why a code of conduct for Molytex?

Molytex has committed itself to doing business in a responsible, ethical and sustainable manner. This Code of Conduct is designed to communicate the requirements that drive Molytex's sustainable business strategy. Its content is not new to our organization, it is simply a better way to communicate in one document the principles we have in mind for doing business.

Molytex's commitments to its customers

Our customers play a key role in the growth and success of Molytex.

Independence

In some countries and cultures business gifts and entertainment may be seen as suitable for the development of good working relationships with customers and other business partners.

In such cases, we reject to give any gratuity or any gift other than symbolic to our customers.

Confidentiality

We protect confidential information entrusted to us by our customers and other business partners as carefully as we protect our own information.

Conflict of interest

A conflict of interest may arise when engaging in a situation involving personal interests between persons in companies. Integrity in business relationships with our customers and competitors is an ongoing concern to which we pay particular attention. In this regard, all employees commit to avoid any form of conflict of interest.

Equality and transparency

We treat our customers with honesty and respect. We will treat our customers according to predefined and transparent criteria's and our ability to satisfy customers requirements which include quality, price, capacity, service, reliability, technology and ethics.

Risk of mutual dependence

We endeavor not to create a situation of mutual dependence in terms of turnover, technology, know-how with our customers and sub-contractors.

Social responsibility

Forced labor

All workers may join and leave their employment of their own free will, provided they comply with any advance notice required by local law. Use of slave or indentured labor, requiring monetary deposits in order to work, or retention of identity papers or work permits for profit-making enterprises is not acceptable.

Child labor and young workers

All workers must be at least the minimum working age, but not less than 16 years old, regardless of local regulation. Workers exposed to conditions that are hazardous to health and safety must be at least 18 years old.

Work hours and compensation

All workers shall be subject to working hours in accordance with applicable laws and regulations. Overtime shall be administered and compensated fairly and in accordance with local laws. All wages and fringe benefits must be defined and meet the legal and industry minimums.



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Health & safety

Molytex is committed to achieving a work environment that is free from occupational injuries and illnesses. We foster an environment in which all employees in Molytex will contribute to safety improvements by clearly understanding their role and obligation to support occupational safety and health objectives conform to Molytex's procedures and comply with applicable safety and health regulations.

Our suppliers are expected to have a focus on safety and health that is consistent with ours and to comply with all applicable international or local standards, regulations and laws to ensure a safe and healthy workplace for its employees in order to prevent the risk of accidents or occupational diseases.

Compliance to the OHSAS 18001 Standard

Molytex has implemented a management system that is based on the OHSAS 18001 principles, but are not certified to this standard.

Equal opportunity and non-discrimination

Molytex will not tolerate any form of discrimination of their employees based on personal characteristics such as national origin, gender, color, race, nationality, sexual orientation, age, religion, political opinions, or against qualified individuals with disabilities.

Harassment and violence

Molytex will treat all employees with dignity and respect and to protect them from harassment, intimidation and violence in whatever form at the workplace.

Workers shall not be subjected to corporal punishment, mental coercion, physical contact, sexual coercion, verbal abuse or the use of gestures, language or graphic materials that are threatening, abusive or exploitive.

Freedom of association and collective bargaining

Molytex will respect the rights of employees to freely associate and bargain collectively, or refrain from doing so, in accordance with applicable national laws.

Environmental stewardship

Regulatory Compliance

Molytex shall comply with the applicable international standards and national regulations and laws regarding the protection of the environment. Molytex will undertake initiatives to prevent, assess, mitigate and avoid the risks and impacts of their business activities on the environment. Accordingly, Molytex will have an effective and appropriate environmental management policy.

Compliance to the ISO 14001 Standard

Molytex has implemented an environmental management system that is based on the ISO 14001 principles. Molytex is certified to this standard and all its manufacturing facilities are periodically audited for the system compliance.

We require all our sub-contractors to operate in compliance with National environmental laws.

Emissions and Discharges

Molytex will measure waste discharge into the environment. Molytex production does not cause air emissions. Molytex will strive in look for ways to reduce the waste.

Conservation

Molytex will actively work to reduce the consumption of energy, water and other natural resources in order to preserve the Earth in natural resources for future generations.

Raw Material Ingredient Transparency and Disclosure

As a dawn stream user Molytex have systems in place designed to identify and disclose chemicals in the components and parts that are regulated by the government and are deemed hazardous, toxic or carcinogenic. In particular, Molytex will give its customers all necessary information intending to establish the compliance of products to ROHS, REACH and the use of conflict minerals regulations and standards.



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Ethical practices

Compliance with Applicable Laws

Molytex will fully comply with applicable local, state, federal/national and international laws, rules, regulations, standards or codes.

Fair Dealing

At Molytex, we are committed to fair dealing with our customers. We strive to treat our customers with honesty, fairness and respect. Molytex's sourcing and purchasing activities will be conducted in accordance with the highest ethical standards and practices, as set forth in our Code of Conduct.

Conflict of interest

Molytex associates avoid situations that may give rise to conflicts of interest or the appearance of conflicts of interest.

Anti-corruption

Molytex prohibits payments or acceptance of bribes or kickbacks, or creating the impression or suspicion of such.

Confidentiality

Confidential information related to customer's relationships will be held in strict confidence and will not be shared with anyone outside the company, unless otherwise mutually agreed with the customer.

Consumer Safety

Molytex is a sub-contractor to our customers so therefor it is the customer who is committed to ensuring that the products launches in markets worldwide are substantiated as safe and compliant with all applicable regulatory requirements. Molytex will provide our customers with all information enabling to protect the safety of customers products as well as the reputation of their brand.

Verification and Continuous Improvement

For all the stated requirements, Molytex will establish mechanisms to ensure compliance within our organization. We conduct verification one time a year to ensure compliance with the rules of the Code of Conduct. In case of non-compliance in accordance with the procedure in force in Molytex, we will implement a corrective action plan that we follow.



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