

# CODE OF CONDUCT HAMLET

## INTRODUCTION

This Code of Conduct applies to all branches and production sites of Hamlet. We expect all employees to act in line with our company values and to uphold high standards of integrity and responsible business conduct.

At Hamlet, we are committed to conducting business fairly, ethically and in compliance with applicable laws and regulations. We take responsibility across our value chain, towards our employees, customers and suppliers, and aim to work with business partners who share our commitment to legal compliance, environmental sustainability and fair labour practices.

We are continuously strengthening our approach to identifying, preventing and addressing potential impacts within our operations and value chain. We recognize the importance of working collaboratively with suppliers and other stakeholders, promoting sustainable purchasing practices and long-term relationships, and contributing to fair working conditions and livelihoods. Where appropriate, we seek to support or cooperate in addressing any impacts we may cause or contribute to.

Through these efforts, we aim to deliver safe, high-quality products while contributing positively to society and the environment.

## CONDUCT BUSINESS WITH INTEGRITY

### The Law

Hamlet conducts her business with honesty and integrity. We adhere to the laws and standards of the countries in which we operate and any applicable international treaties.

### Antitrust and competition

We always compete in compliance with laws protecting fair competition, particularly antitrust law and other competition regulating laws, are adhered to.

### Corruption

Hamlet is against bribery and corruption and does not tolerate such behaviour. It is our policy to comply with all laws, rules and regulations governing bribery and corruption in every country in which we operate. Hamlet employees are not permitted to accept monetary or other favors that may affect or appear to affect their integrity or independence.

## RESPECT THE PLANET

Hamlet undertakes to conduct her business in a manner which is mindful and respectful of the environment.

Hamlet ensures compliance with legislation relating to noise, emissions into the atmosphere, effluents, waste, water, energy, raw materials and products that may be applicable to her at any time.

Hamlet is committed to the use of existing integrated waste management systems, insofar as they are required to by the legislation applicable to her, and as far as technically and economically viable to do so.

## **PRODUCT QUALITY AND SAFETY**

Hamlet acts in accordance with the legislation governing the quality and safety of its products and services.

Our products have been manufactured in accordance with the highest standards of quality and safety, so that they do not contain any defects that could be harmful to the live, health and physical integrity of consumers.

## **OUR EMPLOYEES**

### **Human rights**

Internationally recognized human rights are explicitly and consistently supported. Hamlet complies with the labour legislation in force in the countries where she operates and guarantees that, when producing and manufacturing the products she sells or the services she provides, she does not, under any circumstances, resorts to:

### **Forced labour**

Hamlet rejects any forced, bonded or involuntary prison labor. We do not ask our employees to lodge deposits or identity papers and they are free to leave after reasonable notice.

### **Freedom of association**

Employees, without distinction, have the right to join or form trade unions of their own choosing and to bargain collectively, as prescribed under the law.

### **Safe and Hygienic working conditions**

Hamlet provides a safe and hygienic working environment, in strict compliance with the applicable standards relating to occupational health, hygiene and safety. Adequate measures to prevent and minimize industrial accidents are in place.

### **Child labour**

Our policies and procedures conform to local laws regarding minimum age and other terms of employment. We reject child labor and all practices that exploit children.

### **Wages**

Hamet ensures that wages and benefits paid meet national legal standards. All employees

receive written and understandable information about their employment conditions in respect to wages before they enter employment.

### **Working hours**

Working hours comply with national laws, collective agreements and benchmark industry standards. All overtime shall be voluntary and shall be used responsibly.

### **Non Discrimination**

There is no discrimination, support or toleration of discrimination in recruitment, promotion, access to training, remuneration, allocation of work, termination of employment, retirement, general treatment in the workplace or other activities on the basis of, among others, race, colour, caste, national or social origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.

### **Regular employment**

Hamlet provides regular employment. To every extend possible work performed will be on the basis of recognised employment relationship established through national law and practice.

### **Harsh or inhumane treatment**

Hamlet prohibits physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation.

## **CONTACT INFORMATION**

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