

# SUPPLIER CODE OF ETHICS

Review June/2022

## CONTENTS

1. COMMUNICATION	3
2. ENVIRONMENT	3
3. HEALTH AND SAFETY	5
4. FORCED LABOR	5
5. HARASSMENT	5
6. MATERNITY LEAVE	6
7. NON-DISCRIMINATION	6
8. EQUAL RIGHTS	6
9. CHILD LABOR	7
10. FOREIGN WORKERS	7
11. FREEDOM OF ASSOCIATION AND COLLECTIVE AGREEMENTS	7
12. HOUSING/DORMITORY CONDITIONS	7
13. WASTE AND RECYCLING	8
14. COMMUNITY ENGAGEMENT	8
15. LAWS AND REGULATIONS	8
16. CONFIDENTIAL INFORMATION	9
17. GENERAL DATA PROTECTION LAW	9
18. COMPLIANCE WITH COMMERCIAL CONTRACTS	10
19. GIFTS AND GIFTS	10
20. CONFLICT OF INTEREST	10
21. MONITORING AND COMPLIANCE	11
22. COMPLAINTS	11

## SUPPLIER ETHICS CODE

The Malwee Group is committed to ethical performance. For this reason, it needs to ensure that everyone with whom it conducts business, including suppliers, industries, service providers, agents, distributors and consultants, embraces and demonstrates the same standards of ethical behavior.

Thus, aligned with global guidelines, in the adoption of fundamental and internationally accepted values in the areas of human rights, labor relations, the environment and the fight against corruption, with the Global Compact and commitments to childhood, respect for people, preservation and new generations, we demand that our Suppliers comply with the standards of this Code of Ethics, and that their subcontractors also act in accordance with it.

### **1. COMMUNICATION**

Malwee Group Suppliers shall communicate this Code and its provisions to all its employees and service providers throughout its supply chain.

### **2. ENVIRONMENT**

Malwee Group Suppliers must comply with all local, state and federal environmental laws applicable to the workplace, manufactured products, manufacturing methods and services, this includes acquiring all necessary environmental licenses and authorizations in accordance with their segment and keeping them up to date.

They should also have a posture aimed at taking a preventive, responsible and proactive approach to their environmental challenges and their pre-chain, going beyond what establishes the legislation, controlling and mitigating their environmental impacts not using or stimulating the use of materials and practices considered harmful to the environment. And promoting the use of environmentally responsible technologies and social and environmental

responsibility. These measures should consider best practices for controlling and reducing the consumption of:

- ✓ Energy, through the awareness of employees about consumption, improvements in the work environment, preventive maintenance of equipment and when possible with investments in renewable energy matrix, etc.;
- ✓ Water using rationally, prioritizing processes with less consumption and losses, enabling reuse and keeping consumption within the limits established by law;
- ✓ Atmospheric emissions, prioritizing processes and low carbon equipment, with renewable matrix, avoiding deforestation, burning, transport, etc.

Consequently, these prevention and reduction measures should be applied to waste and effluents.

Suppliers who have activities with impacts on biodiversity should evaluate and adopt measures that can avoid or minimize the impacts caused, promoting conservation and recovery projects as a compensatory measure.

Similarly those who make use of animal products should follow the principles of animal welfare, according to the Farm Animal Welfare Council, which determines to:

- ✓ Ensure conditions that prevent hunger, thirst and malnutrition;
- ✓ Ensure conditions that avoid physical and thermal discomfort;
- ✓ Ensure conditions that prevent pain, injury and illness;
- ✓ Ensure conditions that allow normal expressions of behaviour;
- ✓ Ensure conditions that avoid fear and distress;

Suppliers listed in the list of embargoed areas and assessments of IBAMA (<http://servicos.ibama.gov.br/ctf/publico/areasembargadas/ConsultaPublicaAreasEmbargadas.php>) will be removed from the Malwee Group's list of suppliers.

*This is justified because we want our suppliers to also comply with Principles 7, 8 and 9 of the Global Compact.*

### **3. HEALTH AND SAFETY**

Malwee Group Suppliers shall provide workers with a clean, safe and healthy working environment, in compliance with all legally binding standards. In any circumstance, whether routine or emergency, they must act in a preventive manner, prioritizing health protection and maintaining safety.

### **4. FORCED LABOR**

Malwee Group Suppliers shall not use any type of involuntary or forced work, including work under confinement, slavery or imprisonment.

They must also respect and support the internationally recognized human rights in their area of influence and ensure the company's non-participation in violations of these rights, seeking to eliminate any form of violation of these rights that they become aware of.

Suppliers on the Dirty List of Slave Labor: (<http://www.reporterbrasil.org.br/pacto/listasuja/lista>) will be cancelled from the Malwee supplier list.

*This is justified because we want our suppliers to also comply with global compact principles 1, 2 and 4.*

### **5. HARASSMENT**

Malwee Group Suppliers must treat all workers with respect and dignity. No worker shall be subjected to corporal punishment, abuse or physical, sexual, psychological or verbal harassment. It should encourage practices that eliminate any kind of discrimination or abuse of workers.

In addition, Malwee Group Suppliers will not be able to punish their employees with fines as a disciplinary practice.

*This is justified because we want our suppliers to also comply with global compact principles 1, 2 and 6.*

## **6. MATERNITY LEAVE**

Malwee Group Suppliers must comply with the applicable labor laws in granting the rights to mothers and fathers.

## **7. NON-DISCRIMINATION**

Malwee Group Suppliers must ensure that employment – including hiring, compensation, benefits, progress, dismissal and retirement – is based on competence rather than convictions or any other personal characteristics. They should also encourage practices that eliminate any kind of discrimination or abuse of workers.

*This is justified because we want our suppliers to also comply with global compact principles 1, 2 and 6.*

## **8. EQUAL RIGHTS**

Suppliers of the Malwee group shall follow the principles of equal rights between men and women which prohibits the differentiation of salaries, exercise of functions and admission, without distinction of sex, nationality or age.

*This is justified because we want our suppliers to also comply with principle 1 of the Global Compact and also with 461 of the Consolidation of Labor Laws - CLT.*

## **9. CHILD LABOR**

Malwee Group Suppliers must comply with local legislation regarding the minimum age of workers, whether in the national or international environment, and must also effectively eradicate all forms of child labor from their production chain.

*This is justified because we want our suppliers to also comply with principle 5 of the Global Compact.*

## **10. FOREIGN WORKERS**

Malwee Group suppliers must comply with the same admission rules as a Brazilian worker when hiring a foreign worker and only if he is fully regular in the country in which he resides. Wage discrimination between Brazilian and foreign workers is prohibited and the company may have a maximum of 1/3 foreign workers

## **11. FREEDOM OF ASSOCIATION AND COLLECTIVE AGREEMENTS**

Malwee Group Suppliers shall recognize and respect any rights of workers in the exercise of the rights of free association, including whether or not to register for any association. They must also respect any legal right of workers to collective agreements.

*This is justified because we want our suppliers to also comply with principle 3 of the Global Compact.*

## **12. HOUSING/DORMITORY CONDITIONS**

Malwee Group Suppliers are allowed to provide housing to their employees in accordance with Brazilian law, which may be "for work" or "for work". It is not allowed, under any circumstances, that the dwelling is integrated into the workplace.

The Supplier who grants housing to its employees must comply with the premises described in the ABVTEX Auditor's Manual <https://www.abvtex.org.br/manual-de-auditoria/> and meet the minimum conditions required by NR 24 – Regulatory Standard of the Ministry of Labor.

### **13. WASTE AND RECYCLING**

Malwee Group Suppliers should prioritize the use of recyclable materials both in industrial activities (textile products) and in administrative activities (packaging and expedient material). The waste generated in the company must be collected and disposed by a third party company with a valid environmental license for this type of activity. Waste must be destined together with the MTR's (Waste Transport Manifest). The supplier shall be bound by the correct segregation of waste and recycling where possible. Theme mentioned in the third paragraph of clause eight of the service contract.

### **14. COMMUNITY ENGAGEMENT**

The Malwee Group encourages its suppliers to promote projects that benefit local communities in the long term, focused on sustainable development, respecting cultures, customs and values, stimulating income generation to boost the local economy, youth professionalization and environmental education programs.

### **15. LAWS AND REGULATIONS**

Malwee Group Suppliers must operate fully in compliance with all laws and regulations of the countries in which they operate, applicable to their business, and also to this Code. They must not participate in marked card competitions, pricing, price discrimination, or other unfair business practices that violate federal or state antitrust laws. Suppliers listed in the Ceis



Transparency Portal List - National Registry of Inidôneas and Suspended Companies <http://www.portaldatransparencia.gov.br/ceis> or in the Register of For-profit private entities Prevented - CEPIM - <http://transparencia.gov.br/cepim>, will be canceled from the list of suppliers of the Malwee Group.

They must also fight corruption in all its forms, including extortion and bribery. The supplier shall act in strict compliance with all applicable anti-bribery and anti-corruption laws. *This is justified because we want our suppliers to also comply with principle 10 of the Global Compact.*

## **16. CONFIDENTIAL INFORMATION**

Suppliers must protect the Malwee Group's confidential information by keeping it secure, restricting access to that information to those who really need to know it in order to perform their functions, aware that they should not disclose it to other stakeholders in their production chain. They should not discuss confidential information in public areas, as well as social networks, personal and/or corporate blogs, or other media that may generate risk of unwanted exposure of the information, under penalty of immediate termination of contract without any burden on the Malwee Group

## **17. GENERAL DATA PROTECTION LAW**

As of the general data protection law (Law 13,709/2018 - "LGPD"), each party, by itself and its employees, undertakes to comply with the current legislation on data protection relating to an identified or identifiable individual ("Personal Data") and the determinations of regulatory/supervisory bodies on the matter, in addition to other data protection rules and policies.

Governance and security. Each Party undertakes to adopt the necessary measures, tools and technologies to ensure data security and comply with its obligations, always considering the state of the art available.

As of the duration of the LGPD, each Party shall keep a record of the processing operations of Personal Data it conducts, as well as implement technical and organizational measures necessary to protect the data from accidental or unlawful destruction, loss, alteration, communication or dissemination or unauthorized access, and ensure that the environment (whether physical or logical) used by it for the processing of Personal Data is structured in such a way as to meet the requirements of standards of good practice and governance and the general principles provided for by law and other applicable regulatory standards

### **18. COMPLIANCE WITH COMMERCIAL CONTRACTS**

Malwee Group Suppliers shall fully comply with the contracts and commercial agreements established between the parties, especially in the price, term and quality requirements of the product. The supplier shall comply with the contractual obligations established between the parties, and comply with this Code of Ethics throughout the contractual period.

### **19. GIFTS AND GIFTS**

Suppliers must comply with the prohibition of acceptance of any gifts, favors or entertainment by employees of the Malwee Group, if this compromises, appears to compromise or influence any business decision involving the recipient.

### **20. CONFLICT OF INTEREST**

Any type of particular relationship, of a customary nature, between suppliers and employees of the Malwee Group must be communicated, such as relationships of kinship between the supplier and its employees with employees of the Malwee Group.

## **21. MONITORING AND COMPLIANCE**

The Malwee Group will take positive steps, such as announced and unannounced inspections of Suppliers to ensure compliance with this Code.

Malwee Group Suppliers shall keep all necessary documents to demonstrate compliance with the Code and provide full access to the Malwee Group to production facilities.

## **22. COMPLAINTS**

We expect Suppliers who identify an employee of the Malwee Group, or any person acting or appearing to act on their behalf, who may have adopted illegal or improper conduct to immediately report this suspicion to the Malwee Group by email [conduta@malwee.com.br](mailto:conduta@malwee.com.br) or telephone (47) 2107-7025.

## VALUES

### Do good

It is the feeling that unites us and reflects the respect and care we have for people and the planet. It means being aware and thinking responsibly about initiatives that benefit everyone around us: our people, society and the planet. It means being open, acting with empathy, dialoguing, listening and valuing diversity.

### Do well

This is what conveys the quality of our products and the results we want for the business. It is to be reliable, doing everything we propose with excellence and exceeding expectations. It's being transformative and changing the world around us, solving problems with innovative solutions.

## TERM OF RECEIPT AND AGREEMENT OF THE CODE OF ETHICS OF SUPPLIERS

We understand that the Code of Conduct and Ethics for Suppliers reveals the values and principles of the Malwee Group, through a professional and transparent relationship with its suppliers.

As a supplier, I declare myself fully aware of all standards, upon prior receipt of the full copy of the Malwee Group Code of Conduct, which is why I am obliged to ensure its full compliance in all business relations maintained with the company.

I also declare myself able to take, at any time, all necessary measures to remedy any non-compliance with these standards that may be identified.

The Malwee Group reserves the right to cancel, suspend, interrupt or terminate any and all commercial contracts or relationships that do not comply with or satisfactorily comply with the rules set out in the Code of Conduct and Ethics. Termination shall not amount to any burden or injury to the Malwee Group due to supplier's failure to comply or partially comply.

This Term of Receipt and Agreement of this Supplier Code of Ethics may be electronic, via the OBC system and/or by physical or digital signature.

Signature of the Legal Representative of the Company \_\_\_\_\_

Name of the Legal Representative of the Empresa \_\_\_\_\_

CPF: \_\_\_\_\_

Corporate Name: \_\_\_\_\_

CNPJ: \_\_\_\_\_

Address: \_\_\_\_\_

ZIP Code: \_\_\_\_\_

County/State: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_