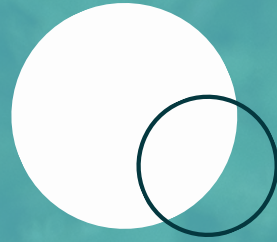


Code of Conduct

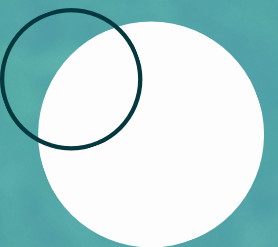
July 15, 2024 – revised 3





Principles of language usage

In an effort to uphold inclusive language principles and promote clear and considerate communication within the target audience, particularly internally, the company opted for straightforward and widely accepted terminology. This approach ensures that gender inclusivity is maintained, such as when addressing employees as both male and female collaborators.



PRESENTATION

FAFEDRY - DYEING AND FINISHING SOLUTIONS, LDA, hereinafter referred to as FAFEDRY, consolidated in 2021 all its accumulated experience in providing industrial laundry services with the most advanced piece dyeing and finishing technology, applied to both clothing and home textiles.

Every day, we ensure that the products of many well-known global brands reach consumers with the desired safety and quality. Dozens of clients trust

FAFEDRY's expertise and knowledge, valuing our value proposition, which highlights the productive and relational skills we are gradually strengthening, grounded in a sustainable business culture.



Vision

AFEDRY FOCUSES ON DISTINCTIVE SOLUTIONS FOR ITS PRODUCTS AND SERVICES, AIMING TO ENSURE THE ECONOMIC, SOCIAL, AND ENVIRONMENTAL BALANCE OF THE COMPANY IN THE MEDIUM AND LONG TERM. WE CONTINUE TO CREATE VALUE FOR EMPLOYEES, CUSTOMERS, SUPPLIERS, AND SOCIETY IN GENERAL.

Mission

FAFEDRY SEEKS TO POSITION ITSELF AS THE STRATEGIC PARTNER IN DEVELOPING AND APPLYING THE BEST DYEING, LAUNDRY, AND FINISHING SOLUTIONS, STRIVING TO IMPROVE THE WELL-BEING OF PEOPLE AND THE PLANET, WITH A STRONG COMMITMENT TO TRANSPARENCY, INNOVATION, AND SUSTAINABILITY.



Values

DEFINING A COMPANY'S VALUES MEANS THAT THE COMPANY AND ITS EMPLOYEES ARE EXPECTED TO ADOPT FUNDAMENTAL PRINCIPLES AND BELIEFS THAT GUIDE THEIR ACTIONS, DECISIONS, AND BEHAVIORS. THESE VALUES HELP DEFINE THE ORGANIZATIONAL CULTURE, SHAPE THE CORPORATE IDENTITY, AND INFLUENCE HOW THE COMPANY INTERACTS WITH ITS EMPLOYEES, CUSTOMERS, AND SOCIETY AT LARGE

- *CUSTOMER FOCUS*
- *QUALITY, CREATIVITY, AND INNOVATION*
- *TRANSPARENCY, ETHICS, AND PROFESSIONALISM*
- *SUSTAINABILITY*
- *TEAMWORK*
- *PEOPLE DEVELOPMENT AND FULFILLMENT*
- *COMMUNITY ENGAGEMENT*

Values



Culture

WE ARE A SMALL COMPANY THAT CONSIDERS PROXIMITY, OPENNESS, TRANSPARENCY, AND PERSONAL CONTACT AS ESSENTIAL TO THE SUCCESS AND SUSTAINABILITY OF OUR BUSINESS. WE ARE FOCUSED ON RESULTS AND COMMITTED TO THE CONSISTENCY OF OUR OFFERINGS. WE PROMOTE A BALANCE BETWEEN PERSONAL AND PROFESSIONAL LIFE AND PRIORITIZE THE LOCAL COMMUNITY. IN FACT, OUR COMPANY REFLECTS OUR LAND, ITS LEGENDS AND STORIES, OUR CULTURE, AND OUR PEOPLE. SOME SEE US AS INFORMAL, STRAIGHTFORWARD, AND COURAGEOUS.





Code of Conduct

INTRODUCTION



The Code of Conduct establishes the requirements for ethical and responsible behavior that contribute to building, maintaining, and strengthening a sustainable business culture. We aim to be more rigorous in our activities, honor our commitments, fulfill our duties to those who work with us and promote their development and fulfillment, promote responsible policies and practices, and positively engage in the community we are part of, contributing to a better world.



GOALS

ETHICAL GUIDELINES

At FAFEDRY, we are committed to developing a sustainable business that adheres to the highest ethical standards and socially and environmentally responsible principles.

FAFEDRY will always strive to promote attitudes and behaviors that define the business integrity essential to valuing people, respecting human and labor rights, and preserving the environment.

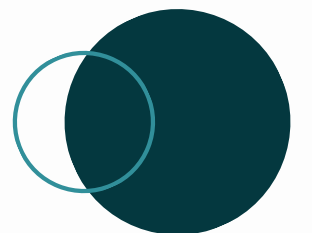
This Code of Conduct applies to all our employees and must be adopted by our suppliers and business partners, from whom we expect to incorporate the principles described herein and comply with all applicable national and international laws and regulations.

GOALS

ETHICAL GUIDELINES

Its main objectives are:

- Define Standards of Attitude and Behavior: Establishing clear norms on how employees should act, both internally and externally, ensuring that everyone understands the expectations regarding their conduct;
- Promote Ethics and Integrity: Creating a culture of honesty, transparency, and accountability, ensuring that the company's decisions and actions are aligned with ethical principles;
- Guide Decision Making: Providing a foundation for employees to make consistent decisions aligned with the company's values and objectives;
- Prevent Conflicts of Interest: Offering clear guidelines to identify, disclose, and manage potential conflicts of interest;
- Improve the Work Environment: Fostering a respectful, inclusive, and safe work environment where all employees feel valued and protected against discrimination, harassment, and other inappropriate practices, with clear and confidential channels for reporting necessary situations;
- Establish a Basis for Training and Education: Ensuring the environment and resources for the implementation of continuous training and development programs, helping employees understand and apply the principles of the code of conduct in their daily work;
- Support Corporate Social Responsibility: Respecting the community and the environment, and contributing positively to society;
- Protect the Company's Reputation: Reinforcing the trust and respect of all stakeholders.



*Our Code of Conduct translates into
12 core principles that must be observed
in conducting responsible activities
that protect people and the environment.*



#1 - CHILD LABOR

Reject and prohibit any form or practice of child labor within its value chain. Children aged between 16 and 18 may only perform any function if all mandatory national and international educational labor legislation and ILO Conventions 138 and 182 are complied with.

Under no circumstances should the combined total of classroom time, work, and transportation for these young workers exceed 10 hours per day, and in no case should young workers work more than 8 hours per day. The organization must not expose children or young workers to any situations—inside or outside the workplace—that are dangerous or unsafe for their physical and mental health, as well as their moral and ethical needs.



#2 - COERCED OR MANDATORY LABOR

Do not practice or permit the use of forced, involuntary labor, including indentured, coercive, or prison labor*, whether directly through physical obligation or indirectly through threats, intimidation, withholding of wages, benefits, or documents, or other forced methods, including slavery or human trafficking, throughout our value chain.

Foreign workers authorized to engage in subordinate professional activities within Portuguese territory enjoy the same rights and are subject to the same duties as Portuguese nationals. Employment records will be maintained in accordance with national laws, and employees may terminate their contracts at their own will.

*As defined in ILO Convention 29



#3 - HEALTH AND SAFETY

Ensure a safe and healthy work environment for all employees, designed to prevent and minimize accidents, risks, work-related illnesses, and injuries. Promote the health and safety of employees by avoiding their exposure to hazardous situations, with special attention to protecting vulnerable groups.

Implement training programs in accordance with national laws and best practices in workplace health and safety. Provide assistance, coverage, and compensation to employees in cases of injury or death.



#4 - FREEDOM OF ASSOCIATION AND THE RIGHT TO COLLECTIVE BARGAINING

Ensure a safe and healthy work environment for all employees, designed to prevent and minimize accidents, risks, work-related illnesses, and injuries. Promote employee health and safety by avoiding exposure to hazardous situations, with special attention to protecting vulnerable groups.

Implement training programs in accordance with national laws and best practices in workplace health and safety. Provide assistance, coverage, and compensation to employees in cases of injury or death.



#5 - ELIMINATION OF DISCRIMINATION, EQUALITY, AND EQUITY

Do not tolerate or condone any direct or indirect discrimination in hiring, remuneration, promotion, access to training, discipline, termination, or retirement based on ancestry, origin or social status, age, gender, race, color, sexual orientation or gender identity, marital status, social class, ethnic origin, family situation, genetic heritage, reduced work capacity, disability or chronic illness, nationality, pregnancy, maternity, paternity, religion, political or ideological beliefs, union or association membership, or any other discriminatory characteristic.

Ensure equal treatment, equal opportunities, and the recognition and valuing of both men and women in all areas. Promote and implement appropriate mechanisms to advance actions that contribute to equity among employees.



#6 - DISCIPLINARY PROCEDURES

Do not resort to or tolerate the practice of corporal punishment, verbal abuse, or mental or physical coercion. Disciplinary practices should be communicated orally first, followed by a written form, and in the event of termination of employment, in writing.



#7 - WORK HOURS / EXTRA HOURS

The prevailing legislation and applicable sector standards regarding working hours must be adhered to, respecting breaks, days off, and holidays, whether religious or otherwise culturally relevant to each worker. The workweek should not exceed 48 hours, except in truly exceptional and unforeseen circumstances. After six consecutive days, employees are entitled to at least one day off.

Overtime should be voluntary and should not exceed 10 hours per week per employee, nor should it be requested regularly. Overtime is to be compensated as established by current legislation.



#8 - REMUNERATION

Every effort will be made to provide employees with the highest levels of job satisfaction and professional fulfillment. This includes paying fair and equitable wages, ensuring a decent salary, and maintaining a balance between work, family, and personal life, in full compliance with legal wage requirements. This applies to both on-site and remote work.

Salaries and other benefits are paid regularly and on time, without any deductions beyond those required by national legislation or those ordered by a competent court. All employees should receive clear and understandable information about their agreed working conditions, including salary details, through contracts and pay slips.



#9 - HARASSMENT AND ABUSE PREVENTION

All individuals must be treated with respect and dignity, without being subjected to any form of harassment or abuse, whether physical, sexual, psychological, verbal, or any other form of intimidation. It is essential to foster a work environment free from harassment, bullying, and violence. Any allegations of workplace harassment will be addressed in accordance with established internal disciplinary procedures and current laws.



#10 - SUSTAINABILITY

We promote the continuous improvement of our processes, products, and services by identifying, monitoring, and mitigating the environmental risks associated with our activities. We adopt the precautionary and preventive principle at the source to reduce the negative environmental impacts resulting from our operations.

We are committed to conducting business in a conscious manner, promoting the reduction of natural resource consumption, chemical use, and waste generation, while maximizing process efficiency, material reuse, and recycling.

We advance environmental responsibility through the use of innovative and clean technologies and by involving stakeholders to adapt to global challenges. We expect all our suppliers and business partners to align their activities with these principles of environmental responsibility, collaborating together to contribute to a better world.



#11 - STAKEHOLDERS

We are committed to supporting social, educational, and environmental initiatives, whether promoted internally or in partnership with external institutions, leading to a fairer society and fostering closer ties with the surrounding community. We aim to ensure transparency, share information with relevant stakeholders, and act in accordance with their concerns, continuously raising awareness of significant aspects of social responsibility as a key element in decision-making.



#12 - LEGAL COMPLIANCE & ETHICAL CONDUCT

Ensure a safe and healthy work environment for all employees, designed to prevent and minimize accidents, risks, work-related illnesses, and injuries. Promote the health and safety of employees by avoiding exposure to hazardous situations, with special attention to protecting vulnerable groups.

Implement training programs in accordance with national laws and best practices in workplace health and safety. Provide assistance, coverage, and compensation to employees in cases of injury or death.

We do not tolerate direct or indirect involvement in any form of corruption, fraud, money laundering, bribery, or extortion.

We respect fair competition rules and are committed to providing reliable and transparent information to all partners. We promote transparency, information sharing, consultation, and open conduct in our relationships with stakeholders.

We respect and enforce intellectual property rights. We protect, do not use, and do not disclose or sell unauthorized third-party data.

*SUPPLIER AND
SUBCONTRACTOR
CODE OF CONDUCT*





SUPPLIER AND SUBCONTRACTOR CODE OF CONDUCT

The Supplier commits to fully adhere to the obligations outlined in this Code of Conduct throughout its value chain. The requirements of the code of conduct represent the minimum standards, and we expect our suppliers to meet or exceed these standards.

Suppliers of FAFEDRY must cooperate in validating adherence to this Code of Conduct through audits, granting unrestricted access to internal or external audit teams appointed by FAFEDRY with advance notification to their premises, from offices to production zones, to assess the level of compliance with the stipulations.

Noncompliance with the code of conduct could lead to justifiable termination of contracts.

#WEALLCARE

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