

# Human Rights Policy

**Issue II, Kamienna Góra, 1. December 2017**

Introduction:

This policy will be applied to the company Świat Lnu Sp. z o.o.  
in Kamienna Góra.

The Company's Management assumes responsibility for the respect and protection of fundamental human rights and undertakes to respect them in accordance with the principles set out in the UN Universal Declaration of Human Rights and other recognized international standards and standards. The Company declares its support for the 10 principles of the UN Global Compact initiative.

**Management has set out the strategic objectives:**

- Avoid causing or contributing to a negative impact on human rights by the Company's activities, products or services;
- Implement due respect for human rights as an integral part of the Company's business activities at all levels and positions;
- Counteract the negative effects of direct or indirect influence of the Company on the implementation of human rights.

**These objectives are to be achieved by:**

- Compliance with all applicable legal requirements and guidelines of international standards and standards for the protection of human rights;
- Striving to identify and evaluate the possible negative impact of the Company on human rights through the use of due diligence;
- Taking into account negative impacts on respect for human rights during the business decision-making phase;
- Conducting periodic inspections of respect for fundamental human rights in the Company;
- Undertaking preventive actions limiting the risk of human rights violations occurring in the Company's activities;
- Implementation of procedures and solutions enabling corrective action in the event of the Company's occurrence or contribution to adversely affecting human rights;
- Raising awareness of human rights among employees, customers, business partners and the local Community;
- Cooperation with suppliers and subcontractors respecting fundamental human rights;
- Undertaking communication activities on the objectives pursued in support of the protection of human rights.

## **RANGE:**

**The Human Rights Policy covers all employees of the Company and its other stakeholders.**

## **Human rights standards:**

### **Community and stakeholder involvement**

We engage in dialog with all individuals, institutions, communities, organizations, and offices that are the Company environment in order to learn their views on our business activities. Taking into account their expectations, we effectively involve them in the Company's business activities and thereby develop prosperity in the Community in which we operate the business.

### **Anti-discrimination and equal rights**

The policy we pursue presupposes that there is no discrimination in any aspect of racial, religious, skin color, ethnic or national employment, age, disability, sexual orientation, political opinion, gender or marital status. We do not accept any form of discriminatory conduct, physical, sexual harassment, racial or mental harassment, verbal or any other type of abuse. We commit ourselves to eliminating all abuses and violations in a rapid and effective manner.

We strive to create a friendly work environment in which all employees have the opportunity to develop and use their potential to meet business goals. We provide access to training, taking into account a policy of equal opportunities for all employees.

### **Child labor**

We do not tolerate child labor in our business as well as at our business partners, suppliers, subcontractors. We do not employ people who, under the law, have not reached a working age.

### **Forced labor**

We respect the freedom of employment and do not agree to use forced labor as part of any of our business activities. We also strive to ensure that our business partners, suppliers and subcontractors comply with working standards.

### **Safe and fair working conditions**

We prioritize the health, safety and well-being of our employees. Our policy is to fully comply with local health and safety regulations. We strive to create safe working conditions based on the highest health and safety requirements at work.

We ensure that our employees receive fair and competitive compensation that meets legal and market requirements and ensures a fair living condition. The compensation system is linked to employee and Company performance. Detailed regulations on working conditions are included in the Work Regulations and the Occupational Safety Policy.

### **Freedom of association**

We respect the right of our employees to organize and enter into collective agreements in accordance with applicable laws. We are open to constructive dialog with employees as well as their representatives.

### **Working time, remuneration and additional benefits**

Our goal is to act lawfully in relation to salaries and employee benefits. We strive to make our employees' salaries competitive in the local market and industry. We fulfill our duty to properly assess employees through the effect of their work, not their own prejudices or affection.

### **Reports and explanations of irregularities**

Our guiding principle is great respect for honest and fair communication in the field of observing labor laws in all areas of our activity. We communicate this through an established procedure for reporting and handling irregularities, i.e. violations of the Code of Ethics at work. Employees are provided with anonymity and security against retaliation. The Company has undertaken to respond to the employees' concerns and to take corrective action on the breaches disclosed.

**The Management Board of the Company undertakes to allocate adequate resources to the objectives of the sustainable purchasing policy, to monitor the activities undertaken and to ensure that this policy is known, understood and respected by all employees of the Company.**

This policy is generally available to all interested parties inside and outside the Company.