



Code of Conduct for the Suppliers of AC S.A.

AC S.A. is a leader in Poland and abroad in manufacturing alternative autogas power systems for vehicles as well as high-quality electronics and electrical harnesses for automotive and household appliances. Since 2011, we have been listed on the Warsaw Stock Exchange. We are also a large employer. The significant scale of our activity obliges us to achieve the highest standards of sustainable development and responsible business. On our own initiative, we introduce and promote the principles of ethical and lawful conduct, both inside and outside the Company, and we strive to strictly adhere to them. It is also what our stakeholders expect from us. We want to build the culture of shared responsibility for resources and business practices at all stages of our work. It also concerns our supply chain and our cooperation with Suppliers.

The Code of Conduct for the Suppliers of AC S.A. is a set of principles which our Suppliers are expected to observe. It is an integral component of the process of cooperation with our Suppliers, as well as their qualification and assessment. All Suppliers cooperating with AC S.A. are expected to promote and ensure the observance of these principles in their own supply chains.

1. Ethical responsibility

The Supplier should:

- Follow the principles of ethical behavior in its activities;
- Observe the rules of fair competition, including the applicable antitrust laws and trade controls, embargoes and sanctions;
- Prevent corruption and bribery, refrain from attempting corruption and ensure separation of personal relationships from business activities and decisions;
- Refrain from giving any benefits to employees of AC S.A. which are aimed at influencing or which may give the appearance of influencing their decision in the purchasing process;
- Take resolute steps to remedy and prevent any identified forms of corruption;
- Avoid and disclose any existing or possible conflicts of interest with the personnel of AC S.A. A conflict of interest occurs when an individual has a private/personal interest which may give the impression of influencing their decision. Such situations of conflict of interest include consanguinity, marriage, life partnerships, business cooperation or investments;
- Ensure the protection of confidential information originating from AC S.A.;
- Prepare the offer and contract performance in a reliable manner and refrain from submitting offers in the absence of adequate potential, resources, experience or competence;
- Refrain from making false statements in the course of the purchasing process;
- Ensure that the products delivered to AC S.A. do not contain minerals or their derivatives originating from conflict regions which directly or indirectly finance or benefit armed groups.

2. Social responsibility, including the observance of human rights and labour law.

The Supplier of AC S.A. should:

- Respect the dignity, privacy, personal interests and rights of every human being;
- Refrain from compelling any person to work against their will; child labour cannot be used or tolerated at any stage of activities in a manner inconsistent with the applicable law;
- Observe the relevant laws and regulations pertaining to personal data protection;
- Prohibit mobbing;
- Observe the proper working conditions, including:
 - o refraining from unequal treatment or discrimination in employment, in particular on grounds of sex, age, ethnicity, nationality, religion, disability, trade union membership, political affiliation or sexual orientation;
 - o providing fair remuneration to employees and complying with local regulations pertaining to remuneration principles, including minimum wage, additional benefits and working time;
 - o providing employees with safe and hygienic working conditions and fire safety in accordance with all applicable laws, regulations and industry standards, including providing employees



- with a suitable workplace, i.e. with easy access to drinking water, sanitation facilities, emergency medical assistance, adequate lighting and ventilation - as a minimum;
- o creating appropriate systems for managing occupational health and safety and fire safety, aimed at eliminating occupational diseases and accidents at work; implementing control and preventive actions; ensuring that all employees are aware of possible work-related hazards and that they receive appropriate training in this respect.

3. Environmental responsibility

The Supplier should engage in activities for environmental protection and initiatives promoting greater responsibility for the environment, and should encourage the development and use of environmentally friendly technologies in its own operations, including:

- Observing the applicable laws concerning environmental protection and implementing an effective system for identification/elimination of potential threats to the environment;
- Protecting the life and health of employees and neighbours as well as the general public against the risks associated with harmful processes and products;
- Using mineral and natural resources, including water, in an effective manner; using energy-efficient and environmentally friendly technologies; reducing environmental losses;
- Administering and managing waste, including chemical waste, in the appropriate manner;
- Promoting environmentally safe production, transport, use and recall of its own products which do not meet environmental requirements from the market.

In addition, the Supplier should comply with all additional environmental requirements relevant to the components or services provided to AC S.A., including requirements concerning presentation of detailed specification of the components, test results and declarations required by AC S.A.

4. Supplier verification methods

Before engaging in cooperation with a given Supplier and in the process of such cooperation, AC S.A. or an authorised entity acting on its behalf may:

- ask the Supplier to fill in the questionnaire concerning conformity with the standards specified in this Code (the template of the Declaration of Conformity in English is enclosed with this Code as Appendix 1 and is available on the website of AC S.A.: www.ac.com.pl),
- ask for information, statements or certificates confirming the conformity with the standards specified in this Code,
- contact the Supplier in order to conduct a compliance audit in the form of a questionnaire or take possible verification activities in the place of the Supplier's business activity.

AC S.A. expects its Suppliers to strictly adhere to the principles of this Code and treats any deviation from its provisions as a material breach of the cooperation agreement. We expect that in the event of any discrepancies in the scope of our Suppliers' actions in relation to the standards specified in this Code, our Suppliers will take adequate corrective actions. At the same time, we oblige ourselves to support our Suppliers in shaping the awareness of responsible business and sustainable development. We believe that the observance of the standards specified in this Code by our Suppliers will contribute to the development of our cooperation and will strengthen the growth of AC S.A. and our Suppliers.



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Appendix 1
to the Code of Conduct for the Suppliers of AC S.A.

Declaration of Conformity

I/we, the undersigned, hereby declare and assure that:

1. I/we have received and acknowledged the Code of Conduct for the Suppliers of AC S.A. and we oblige ourselves, apart from our obligations specified in cooperation agreements with AC S.A., to strictly adhere to the principles contained in the Code, and in the event when any discrepancies are found - to immediately inform AC S.A. thereof and to take corrective actions agreed with AC S.A.
2. We will effectively familiarise our employees and subcontractors with the content of the Code, at the same time obliging them to observe it, and we will ensure the adequate implementation of all required measures.
3. We are aware of the fact that the observance of the Code is an essential condition for maintaining business relations between AC S.A. and us as the Supplier, therefore, we will apply due diligence to ensure the conformity of our actions with the expectations of AC S.A.

First name and surname of the person authorised to represent the Supplier:

Position/Function:

Name/Company of the Supplier:

Address of the Supplier:

Signature:

Place, date: