



Supplier Code of Conduct

1. Introduction: our mission, commitments and values

At Miniplast, we manufacture and recycle plastic products for a sustainable future.

That is our ambition and our responsibility. Through our technologies, products, and innovation, we are working to make the best possible contribution to a viable future with enhanced quality of life for everyone. In achieving these goals, the relationships with our Partners and Suppliers are critical, as they must be aligned with Miniplast's mission, commitments, and values.

Miniplast is committed to ensuring respect for internationally recognized human rights, in line with the United Nations Global Compact Principles (UNGC) and to contribute positively to the achievement of the United Nation's Sustainable Development Goals (SDGs). We are equally committed to practices that protect and preserve the environment and to conducting our business with the utmost integrity.

Miniplast intends to involve its Suppliers in its path to sustainability. We aim to develop relationships with Suppliers of proven professionalism and who share our corporate values and principles. To this end we, the Miniplast People, inspired by the principles of our Code of Ethics, have adopted this "Supplier Code of Conduct" which describes the minimum requirements that all our Suppliers are required to meet and the principles whose adoption they will promote among their people and supply chain.

At Miniplast, we anchor our ethical framework on three main pillars:

- **Respect for People**: Our operations are grounded in respect for human rights, equality, and fostering positive impacts in our communities. We establish responsible relations with all our stakeholders.
- **Environmental Protection**: We are committed to safeguarding our environment and ensuring sustainable use of resources, aligning with the highest international standards.
- **Excellence in Governance**: We uphold the highest standards of corporate governance, ensuring integrity, transparency, accountability, and fair business practices.

At Miniplast we believe that the challenges ahead to achieve a sustainable future demand the commitment of those companies having the highest professional business and ethical



standards. We welcome our Partners and Suppliers to join us in this exciting journey and to abide by this Code.

2. Respecting People

At Miniplast, we recognize that our responsibilities extend beyond our immediate business operations. We are committed to being a responsible corporate citizen, positively impacting our employees and stakeholders.

- Health, Safety and Security:

At Miniplast, we provide a safe, healthy and secure work environment for all our employees, in line with international and Ghanaian labour laws.

In order to guarantee everyone's health and safety, Miniplast Suppliers are required to identify and assess risks in advance to be able to manage and prevent them. They should also take corrective actions in a timely manner when becoming aware of unsafe or hazardous situations. Finally, so as to make health and safety a daily priority in their businesses, Suppliers should provide adequate training to their workers in health and safety issues.

- Ethical Work Environment:

At Miniplast, we guarantee a working environment free from any form of discrimination or abuse, in which we respect and support each other to fully develop our potential.

In accordance with the International Labor Organization Declaration on Fundamental Principles and Rights at Work, to prevent and/or avoid that their activities may cause or contribute to cause Human Rights violations, Miniplast Suppliers are required to:

- prohibit the forced labor, the undeclared labor, the compulsory labor and all the forms of modern slavery and human trafficking;
- prevent any form of work by children under the age of 15 and ensure, in compliance with local and international laws, that teenagers under the age of 18 are not employed in hazardous jobs;
- abide by working times and rest periods in compliance with the applicable legislation and in line with international standards;
- prevent any kind of discrimination (on the basis of age, race, color, national origin, gender, sex characteristics, physical or mental disability, religion, marital or familial status or any other condition that could give rise to discrimination), or abuse, establishing working relationships characterized by fairness, guaranteeing equal



opportunities for all and ensuring a non-discriminatory or non- persecutory work environment free from any kind of harassment and oppression;

- ensure respect of workers' rights and trade unions freedoms such as, in particular, freedom of association and collective bargaining;
- establish clear and fair working conditions defined in the employment contract, including fair remuneration, sustainable working hours as well as leave and holidays, in a safe and healthy working environment, in accordance with the applicable agreements;
- moreover, respect the cultural, economic and social rights of the local communities, minorities, indigenous peoples and other vulnerable groups.

3. Protecting the Environment

At Miniplast, our commitment to environmental conservation is reflected in our drive for circularity in all our operations. We strive to make our plastic production eco-friendly and to significantly increase our recycling capacity and we advocate for a sustainable use of resources. We also collaborate with local and international partners to promote environmental conservation and awareness.

With the purpose of protecting environment and promoting environmental sustainability, our Suppliers are required to:

- commit to acting sustainably, minimizing environmental impacts and optimizing the use of energy and natural resources;
- conduct their activities through the responsible use of resources so as not to compromise the needs of future generations, and to promote circularity in their operations;
- commit to actively participating in the process of risk assessment and environmental protection, in line with the principles of precaution, prevention, protection and continuous improvement;
- integrate the sustainable environmental principles into their supply chain management (for instance, but without limitation to, the optimization of energy use, of raw materials' use, of land management, of emissions to air, of consumption and of the impact on water resources and of reduction, re-use, and recycling of waste).
- monitor the environmental aspects relevant to their activities and report any risks or issues that may affect Miniplast.



4. Protecting our Integrity

At Miniplast, our commitment to ethical conduct defines us. We pledge to uphold the highest international standards, ensuring our practices are not only legally compliant but also ethically sound.

With the purpose of protecting integrity in all operations and business practices, our Suppliers shall:

- comply with all applicable international and local laws and regulations and abide by the principles described in this Code.
- not seek to obtain an improper advantage or improperly influence the ability of Miniplast's employees to make valid and objective decisions on behalf of Miniplast. Suppliers shall timely report any situation that is or may appear to conflict with Miniplast's interests in any way.
- avoid all forms of corruption, both active and passive, as well as avoid making facilitation payments.
- adopt and respect the principles of free competition, loyalty and fairness and in no way encourage or tolerate Human Rights violations or other illegal activities, such as money laundering and any form of terrorism financing.

5. Implementing the Code

Miniplast makes available to workers, to the communities with which it interacts and to its Suppliers tools for a prompt response to alerts of potential violation of their rights, of laws and regulations and of its own Code of Ethics as well as channels for the reception and processing of such alerts, also in confidential or anonymous form, explicitly prohibiting retaliation against the whistle-blower.

The channels for reporting potential violations of the Code of Ethics are shown in this box:

- Miniplast website: www.miniplast.com
- By mail to the address: 71 Spintex Road, Accra, Ghana
- By email to the following address: whistleblowing@miniplast.com
- By voicemail via the number: +233 302 948 472



Miniplast expects that also its Suppliers provide their employees and the communities with whom they interact with their own remedial mechanisms that can be used also anonymously.

Miniplast reserves the right to initiate a process of verification of Suppliers' compliance with the content of this Code of Conduct whenever it deems it appropriate by requesting documents or carrying out on-site audits directly and/or through third parties.

Failure to comply with the principles of this Code may affect qualification as Miniplast supplier and result in Miniplast's interruption of its relationship with the specific Supplier depending on the circumstances and the severity of the violation; violations are analysed on a case-by-case basis and processed in accordance with all the internal procedures, the agreements and the applicable legal requirements.

6. Appendix: Acceptance of the Code

Miniplast Suppliers are required to formally accept this Supplier Code of Conduct in writing. Signature from the legal representative of the Supplier company is required. For your convenience, find attached the formal letter of acceptance to be completed and signed by the Supplier. Once signed, please send it to Miniplast for our archives.

Approved by Chief Executive Officer

Nadim Pares Ghanem

28 November 2023