

Code of Conduct

FITECOM S.A. Code of Conduct

Index

Message from the CEO	1
<i>Compliance with law and regulations</i>	2
<i>Prohibition of child labour and young workers</i>	2
<i>Prohibition of forced labour and human trafficking</i>	2
<i>Prohibition of illegal, clandestine, and undeclared employment</i>	2
<i>Prohibition of harassment and abuse</i>	2
<i>Prohibition of discrimination, favoritism or exclusion</i>	3
<i>Freedom of association and complaints mechanism</i>	3
<i>Working Hours</i>	3
<i>Fair wages and benefits</i>	3
<i>Ensure healthy and safety</i>	4
<i>Protecting local communities, contribution to society</i>	4
<i>Management system, transparency and traceability</i>	4
<i>Environmental performance</i>	5
<i>Consumer interests</i>	5
<i>Ethical business practices and integrity</i>	5
<i>Reporting channel</i>	6
<i>Disciplinary practices</i>	6

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Message from the CEO

Fitecom's code of conduct was formulated based on requirements of business ethics and integrity and includes guidelines for employees and business partners. Fitecom's code of conduct is based on internationally recognized principles of social and environmental responsibility, emphasizing human rights and environmental performance.

We expect business partners to comply with its content, or to apply a similar Code of Conduct respecting the main labour standards of the International Labor Organization and creating a safe and dignified work environment.

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------------------------------------	----------------------------------	------------

- Compliance with law and regulations

Fitecom complies with national and european laws and regulations. This Code of Conduct aims to encourage its business partners to align themselves with this way of operating. It is essential to respect internationally recognized human rights principles and the content of this Code of Conduct.

The rules of national labour law must be respected.

Workers must receive understandable information about essential working conditions, including remuneration, payment and invoicing methods, and working hours.

It is the company's duty to protect the right of employees to terminate their employment relationship, with adequate prior notice.

Companies will seek to promote the professional qualifications of workers.

- Prohibition of child labour and young workers

The company is committed to the effective abolition of child labour, undertakes to respect the legal minimum age applicable for admission to employment or work, in accordance with the provisions of the International Labour Organization (ILO) and in compliance with legislation National in force, that in Portugal currently the minimum age cannot be less than 16 years old with the necessary restrictions provided for by law.

- Prohibition of forced labour and human trafficking

Forced or compulsory labour, debt bondage or servitude are prohibited. This includes any type of work or service required of a person under threat of punishment; Employment must be chosen freely.

The protection of human rights is a duty of our partners.

- Prohibition of illegal, clandestine, and undeclared employment

All workers have a legal employment contract.

Date of first issue: 11-06-2024	Approved Revision: 22-04-2026	Version 02
------------------------------------	----------------------------------	------------

- Prohibition of harassment and abuse

Fitecom prohibits any form of physical, sexual, psychological or verbal harassment or abuse of its employees, as well as any other behaviour that may create an intimidating, offensive or hostile environment.

- Prohibition of discrimination, favouritism or exclusion

Discrimination, favouritism or exclusion based on ethnic origin, colour, sex, religion, political opinion, national origin or social origin that has the effect of harming treatment at work or in the profession and equal opportunities is prohibited. The principle of equal pay between male and female workers for work of equal value is also applied. It's important to have diversity and inclusion. Business partners must not discriminate, support or tolerate discrimination in employment, including recruitment.

Fitecom is committed to ensuring that all workers in its production chain, including migrant workers, are treated fairly, ensuring compliance with labour rights.

- Freedom of association and complaints mechanism

Fitecom respects the right of employees to form and join organizations to protect their interests and freely elect their representatives, without their intervention, recognizing the right to collective bargaining.

- Working Hours

At Fitecom, working hours comply with the laws and standards applied in the sector. Fitecom is concerned with providing greater protection to guarantee the health, safety and well-being of workers.

- Fair wages and benefits

Fitecom employees receive salaries in accordance with the functions performed, always respecting legislation and sectoral agreements. In addition to the legally required benefits, Fitecom offers attendance bonus and transport allowance.

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------------------------------------	----------------------------------	------------

Our business partners, from countries without a collective or legally guaranteed wage framework, must bear in mind that wages for regular full-time work must be sufficient to meet workers' basic needs. Salaries cannot be withheld and must be paid regularly in a manner appropriate to the employee. Salary deductions are only permitted within the legal framework and must be reported. Employees are informed about the composition of their remuneration.

- Ensure healthy and safety

Fitecom, with the objective of zero workplace accidents, has machines equipped with modern technology, with safety devices. Workers are trained to handle the equipment and use the various PPE made available by the company, according to the needs of each work station. Fitecom has a strict chemical product selection policy that is based on compliance with the specifications of OEKO-TEX STANDARD 100, REACH, Proposition 65, Chinese GB and MRSL ZDHC. All products are stored in a location suitable for this purpose and are handled only by employees equipped with the necessary PPE and with specific training in handling chemical products.

Fitecom provides a safe and healthy workplace, guaranteeing minimum conditions of light, ventilation, fire prevention, safety measures, hygiene and access to drinking water. It has bathhouses and a meals space with adequate conditions for storing meals.

Fitecom has a protocol with an outsourced Occupational Safety and Health company.

Committed to promoting an environment free from occupational diseases and physical and mental health problems, it offers an extra preventive and curative medicine service to its employees, where a doctor visits Fitecom's premises every two weeks.

Vulnerable people benefit from special protection in accordance with medical indications.

Fitecom has first aid teams that have undergone appropriate training for this purpose and respond in accordance with emergency procedure. There are several First Aid Kits, distributed throughout the facilities.

Date of first issue: 11-06-2024	Approved Revision: 22-04-2026	Version 02
------------------------------------	----------------------------------	------------

- Protecting local communities, contribution to society

Fitecom collaborates in different ways with the society in which it operates, contributing to its well-being and sustainable development.

- Management system, transparency and traceability

Traceability are essential to understanding the origins of raw materials, how fibres and materials were processed and produced throughout the supply chain, to enable more sustainable decision-making, ensure compliance with animal welfare legislation, in the case of fabrics containing fibres of animal origin and help reduce the negative environmental and social impacts of the textile supply chain. All employees involved in the production chain are encouraged to provide the necessary information in order to guarantee the traceability of products sold by Fitecom.

The company has an internal policy of transparency in the way it relates to customers, suppliers and employees, so that all information provided is accurate and true.

- Environmental performance

Fitecom complies with applicable laws, regulations and administrative practices to protect people and the environment.

Checks its operational activities for harmful environmental effects and takes all necessary and appropriate measures to reduce pollution, prevent environmental damage.

It has an Environmental Policy that addresses different environmental issues: restriction of chemical products, water use, effluent management, waste management, energy use, gaseous emissions, biodiversity and land protection, certification and continuous improvement.

At Fitecom, priority is given to the efficient use of natural and energy resources and the minimization of gaseous emissions.

The use of chemical products is done consciously and the products used are rigorously selected from an environmental, occupational health and safety and consumer protection point of view. There is a research and development policy to replace polluting chemicals with others that are more environmentally friendly.

Date of first issue: 11-06-2024	Approved Revision: 22-04-2026	Version 02
------------------------------------	----------------------------------	------------

Fitecom has a policy of reducing and eliminating waste, using recycling whenever possible.

- Consumer interests

Fitecom complies with laws and regulations applicable to the marketing of products and guarantees the quality of its products, in accordance with internal specifications and customer specifications.

-Ethical business practices and integrity

Fitecom has legitimate commercial practices, maintains commercial relationships only with reputable partners and always acts fairly, respecting different contexts. Bases entrepreneurial actions on universally valid values and ethical principles, including integrity and respect for human dignity.

Fitecom condemns and acts against Corruption. Fitecom has implemented an anti-corruption code of conduct and a corruption risk prevention plan.

Fitecom respects and complies with competition rules and avoids involvement in conflicts of interest.

Fitecom respects the confidentiality, privacy rights (personal data, protection of confidential information and intellectual property) of all employees, business partners and customers.

- Reporting channel

Fitecom has an internal channel for reporting infringements under Directive (EU) 2019/1937 of the European Parliament and of the Council, of October 23, 2019. It was made available to all its employees and can be found on its website.

-Disciplinary practices

Disciplinary practices Voluntary non-compliance with the requirements mentioned in the code of conduct may be subject to disciplinary procedures that may result in penalties to be decided by management.

Date of first issue: 11-06-2024	Approved Revision: 22-04-2026	Version 02
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Fitecom encourages its employees and business partners to apply the Code of Conduct appropriately in their own actions.

Tortosendo, 2026/04/22

Pe' a FITECOM - COMERCIALIZAÇÃO E INDUSTRIALIZAÇÃO TEXTIL, S.A.

A Administração

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