

CODE OF CONDUCT FOR SUPPLIERS OF THE PRIVATE LIMITED LIABILITY COMPANY “RŪTA”

PURPOSE

The purpose of the Code of Conduct for Suppliers (hereinafter referred to as the Code of Conduct) is to set out the main provisions of the conduct of suppliers of UAB Rūta (hereinafter referred to as the Company), compliance with which creates preconditions and conditions for implementing business ethics standards in the supply chain. The Code of Conduct reflects the Company's commitment to strengthening sustainable cooperation with suppliers by promoting legal, professional and fair practices that include respect for human rights, business ethics and environmental goals.

The Company complies with national laws, regulations and standards applicable to its operations. Therefore, it also expects this from its suppliers (hereinafter referred to as the Supplier). By our example, we want to encourage Suppliers and their business partners in the supply chain (hereinafter referred to as the Subcontractor) to contribute to the promotion of sustainability in their activities, so that we can work together and support each other to create a more sustainable future.

If the Company becomes aware that the Suppliers do not comply with the provisions of the present Code of Conduct and do not wish to correct their conduct, the Company may terminate the contractual relationship with the Suppliers.

PROVISIONS OF THE CODE OF CONDUCT

- **Human Rights**

Respect for human rights must be integrated into all business activities and operations. In business relationships with employees, customers, suppliers, subcontractors and joint venture partners, it is necessary to assess the human rights risks involved. Human rights must be taken into account in all business decisions. The Company adheres to the principle that respect is the foundation of personal and business relationships and therefore expects that Suppliers:

- respect human rights and comply with all relevant laws in the country in which they operate;
- treats its employees fairly, respectfully and justly.

- **Voluntary Work**

The Company strongly opposes forced labour and requires suppliers not to employ or compel any person to work against their will or in circumstances where their work may be forced or exploited.

- **Child Labour and Young Workers**

Child labour is prohibited. Suppliers must ensure that only staff who meet the applicable minimum age requirements are recruited and that they comply with national legislation on the protection of minors.

- **Remuneration**

Employees must receive a salary / wage that is at least equal to the minimum wage and is always paid on time. Employees must enjoy all the benefits provided for by law, including leave. Overtime may be worked on an agreed pay or compensated basis in accordance with national law. The work must be carried out in accordance with national laws and practices governing employment relationships. The Company expects Suppliers to set business hours, wages and overtime policies in accordance with all applicable local laws.

- **Prohibition of Discrimination and Harassment**

Discrimination against employees in the workplace (at work), including recruitment, pay, promotion or working procedure, on the grounds of sex, race, religion, age, disability, sexual orientation, pregnancy, marital status, nationality, political opinion, trade union membership, social and ethnic origin or any other status protected by national law is prohibited. Physical, sexual, psychological or verbal harassment or abuse of employees is prohibited.

- **Freedom of Association**

Suppliers shall recognise the right of employees to freely form trade unions or similar employee representation organisations, to join or not to join them, and to negotiate a collective agreement. Employees shall not be penalised, harassed, discriminated against if they join trade unions or act as employees' representatives. Suppliers shall maintain an effective and confidential grievance and handling procedure that allows management to communicate openly with employees and, based on available information, address issues early and encourage employees to use the grievance and redress procedure without fear of retribution or penalty.

- **Employees' Safety and Health**

Suppliers shall strive to create a safe and healthy work environment for employees, to create equal opportunities for improvement, to achieve good work results and to participate continuously in the implementation of common goals. They shall comply with all applicable laws and regulations regarding the provision of decent working conditions. Supplier workplaces must be safe and hygienic. The supplier shall take appropriate action to prevent occupational diseases.

- **Environmental Protection**

Suppliers shall be committed to operating in an environmentally responsible and efficient manner, that is, to conduct their day-to-day operations in compliance with environmental laws, regulations and permits. The company expects and encourages Suppliers to reduce their impact on the environment and conserve natural resources.

SUSTAINABLE PARTNERSHIP AND BUSINESS ETHICS

The goal of the company is to establish relations with Suppliers based on dialogue and cooperation, and to maintain mutually beneficial relations, to ensure the principle of diversity of Suppliers.

Suppliers are expected:

- to avoid any conflicts of interest, act honestly and maintain respect in relations with customers;
- to not tolerate bribery, trading in influence, money laundering, abuse of office and other forms of corruption.
- not participate in any form of illegal agreement or other mechanisms that restricts fair competition, not to enter into any form of cartel with competitors.
- will guide ILO Convention, OECD Guidance, will follow UN Guiding Principles for Business and Human Rights.

It is expected that all suppliers will monitor their compliance with the present Code of Conduct and will require Subcontractors to comply with this Code.

It is expected that the Supplier will maintain transparent, harmonious and cooperative business relations in accordance with the provisions of the Supplier Code of Conduct of the UAB Rūta.

Complaints regarding non-compliance with this Code of Conduct for Suppliers may be submitted in accordance with the Procedure for Submission and Handling of Complaints of UAB Rūta available at <https://www.ruta.lt/en/social-responsibility/>

The staff administrator is responsible for maintaining the anonymity of the complaints submitted.
