

# Ethics Policy

Version 01/280222

**Viscose Closures Limited expects and demands that all of its employees and its Directors carry out their business and perform their duties to the highest ethical standards and in compliance with all relevant legal principles. This standard of behaviour and performance is maintained in the Company's dealings with employees, customers, suppliers, and all other stakeholders.**

## General Principles

The Company and its employees at all times demonstrates the highest levels of integrity, truthfulness, and honesty in order to uphold both personal and corporate reputations and to inspire confidence and trust in their respective actions. The Company conducts its business in a competent, fair, impartial, and efficient manner.

## Health and Safety

The Company is committed to providing a safe and healthy working environment for all of its employees both on and off site. There is a programme of regular health and safety audits and safety training. The Company applies its standards to all visitors to site.

## Environment

Sustainability has always been an integral part of our business and we are constantly driving innovation to improve our recycled content levels. Providing greater packaging safety and transparency for our clients and their customers is paramount. The Company respects the environment and the need to protect it and minimise the impact its operations have on it. It is engaged in a continuous programme of improvement on environmental issues and opens itself to independent third party verification, inspection, and certification of its progress.

## Employees

Employees are treated with dignity and respect with equal employment opportunities given to all irrespective of their race, religion, gender, sexual orientation, maternity, marital status, family status, disability, age, or national origin. Employees are offered a safe and healthy workplace and the Company will not tolerate any form of harassment.

## Customers

The Company takes all reasonable care to avoid misleading statements, concealment, and overstatement in all of its advertising and public statements. It seeks to build long term partnerships with its customers by being honest and straightforward in its dealings at all times. It will respect the confidentiality of any information it may obtain in relation to its customers.

## Suppliers

The Company enjoys strong relationships with select supply partners. We believe that our combined expertise is essential for delivering high-quality products and services. Viscose therefore carefully chooses partners and suppliers that meet our own high levels of service and quality. Our supply chain is ethical, reliable, and diverse and we continuously invest in quality systems to ensure we adhere to the highest industry standards.

## Competitors

The Company builds its reputation on the basis of its performance alone. It will compete vigorously and lawfully and will not compete unfairly with others. It will not seek to damage the reputation of its competitors either directly or by implication.

### **Government, Regulators, and Legislators**

The Company seeks to comply with all international, national, and local legislation affecting its operations. It strives to follow the best practice in corporate governance.

### **Giving and Receiving Gifts and Entertainment**

Employees neither seek nor accept for themselves or others any gifts, favours, or entertainment without a legitimate purpose from any person or business organisation that does or seeks to do business with, or is a competitor of Viscose Closures Limited.

Gifts, favours, and entertainment may be given to others as long as these are consistent with customary business practice and are not excessive in value.

### **Bribery and Corrupt Practice**

The Company does not allow the direct or indirect offer, payment, solicitation, or acceptance of bribes in any form. All employees must avoid involvement in any situation which might lead to the offer of bribes. Any employee found to be involved in any kind of corrupt practice will be subject to disciplinary action which may lead to prosecution.

The values contained in this policy are derived from several associated policies which detail the Company commitments in more detail. Further information is available on request from [Sara.Nurse@viscose.co.uk](mailto:Sara.Nurse@viscose.co.uk).

Approved by



Keith Jordan

Chairman

December 2022