

Ethical Trading Policy

Introduction

Danfloor Group expects all suppliers to operate in accordance with internationally recognised labour and human rights standards, including the Ethical Trading Initiative (ETI) Base Code, International Labour Organisation (ILO) Core Conventions, the UN Guiding Principles on Business and Human Rights, the OECD Guidelines for Multinational Enterprises on Responsible Business Conduct, the UK Modern Slavery Act 2015 and applicable employment, health and safety and labour legislation in the countries in which they operate.

- Employment is freely chosen
- Freedom of association and the right to representation is respected
- Working conditions are safe and hygienic
- Child labour shall not be used
- Living wages are paid
- Working hours are not excessive
- No discrimination is practised
- Regular employment is provided
- No harsh or inhumane treatment is allowed

Employment is freely chosen

- a) There is no forced, bonded or involuntary prison labour
- b) Employees are free to leave the Company after reasonable notice.

Freedom of association and the right to representation are respected

- a) Workers shall have the right to join or form trade unions, works councils or employee representative bodies and to bargain collectively in accordance with local laws.
- b) Employee's representatives are not discriminated against and have access to carry out their representative functions in the workplace.
- c) Employees have a forum for consultation within the business with elected representatives

Working conditions are safe and hygienic

- a) A safe and hygienic working environment is provided. Adequate steps have been taken to prevent accidents and injury to health which may arise out of, be associated with, or occur during the course of work, by minimising, so far as is reasonably practicable, the causes of hazards inherent in our working environment.
- b) Employees receive regular and recorded health and safety training and this training is repeated for new or reassigned employees.
- c) Access to clean toilet facilities, water and where appropriate sanitary facilities for food storage is provided.
- d) Accommodation where provided, shall be clean, safe and meet the basic needs of the workers.
- e) The responsibility for health and safety has been assigned to the Managing Director and the Senior Management team who shall identify and manage workplace risks relating to machinery, ergonomics, chemicals, dust, noise, fire safety and occupational health.

Child labour shall not be used

- a) There is no recruitment of child labour.
- b) The Company shall comply with all applicable legislation regarding minimum working age and shall not employ children below the legal minimum age for employment.
- c) Children and young persons under 18 shall not be employed at night or in hazardous conditions.
- d) These policies and procedures conform to the provisions of the relevant International Labour Organisation (ILO) standards.

Fair Wages and Benefits

- a) Wages and benefits shall meet or exceed applicable legal minimum standards, collective bargaining agreements and industry requirements.
- b) All employees shall be provided with written and understandable information about their employment conditions in respect to wages before they enter employment and about the particulars of their wages for the pay period concerned each time that they are paid.
- c) Employees will be advised and agree to any deductions made from wages.

Working hours are not excessive

- a) Working hours, overtime and rest periods comply with applicable legislation, collective bargaining agreements and industry standards in the countries in which the Group operates.
- b) Overtime shall be voluntary wherever practicable and compensated in accordance with applicable laws and agreements.
- c) Any employee who wishes to may voluntarily sign an opt out agreement of the Working Time Regulations 1998.

No discrimination is practiced

There is no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on race, caste, national origin, religion, age, disability, gender (including identity or expression), marital status, pregnancy, parental status, sexual orientation, union membership or political affiliation.

Regular employment is provided

- a) All employees shall be provided with details of their standard hours of work in their statement of terms and conditions of employment.
- b) Because of the nature of our business hours can be variable. However, employees shall be given reasonable notice of any change in hours.

No harsh or inhumane treatment is allowed

Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation is prohibited.

Entitlement to work

The Group verifies the legal right of all employees to work in the country in which they are employed and complies with applicable immigration and employment legislation.

Labour Providers

Recruitment agencies and labour providers are expected to operate in accordance with applicable laws and ethical recruitment principles. Workers must not be charged recruitment fees or incur debt as a condition of employment.

Relationships with labour providers should be covered by a Service Level Agreement which meets all national legal requirements.

Supplier Due Diligence and Compliance

Danfloor Group is committed to working with suppliers who share our values and commitment to ethical business conduct, responsible employment practices and respect for human rights.

Suppliers are expected to operate in accordance with the principles outlined within this Policy and comply with all applicable employment, labour, health and safety, human rights and anti-slavery legislation in the countries in which they operate.

As part of our supplier due diligence process, suppliers may be requested to:

- a) Confirm compliance with this Ethical Trading Policy and any associated Supplier Code of Conduct.
- b) Provide information relating to their employment practices, labour standards, health and safety arrangements and human rights policies.
- c) Demonstrate compliance with applicable legislation, including legislation relating to modern slavery, human trafficking, forced labour, child labour and workplace discrimination.
- d) Maintain appropriate policies, procedures and records to support compliance with these requirements.
- e) Cooperate with reasonable requests for information, assessments or reviews relating to ethical trading and responsible business practices.
- f) Ensure that equivalent standards are communicated to and, where appropriate, implemented throughout their own supply chains.

Where Danfloor identifies a potential breach of this Policy, suppliers may be required to implement corrective actions within an agreed timeframe. Suppliers are expected to work collaboratively with Danfloor to address any identified issues and demonstrate continuous improvement.

Suppliers shall notify Danfloor promptly of any actual or suspected incidents involving modern slavery, forced labour, human trafficking, child labour, serious labour rights violations or significant breaches of employment legislation that may affect the supplier's operations or supply chain.

Failure to comply with this Policy, refusal to cooperate with reasonable due diligence activities, or failure to implement agreed corrective actions may result in Danfloor reviewing or terminating the business relationship.

Whistleblowing and Reporting Concerns

Danfloor Group is committed to maintaining an open and ethical working environment where concerns can be raised without fear of retaliation.

Employees, suppliers, contractors, agency workers and other stakeholders are encouraged to report any concerns relating to unethical conduct, labour rights, unsafe working conditions, discrimination, harassment, modern slavery, forced labour, human trafficking, child labour or any other breach of this Policy.

Concerns may be raised through normal management channels, through a designated Danfloor contact, or through any applicable whistleblowing procedure. Reports will be treated seriously, handled as confidentially as possible, and investigated where appropriate.

No individual will suffer dismissal, victimisation, disadvantage or detrimental treatment for raising a genuine concern in good faith, even if the concern is not ultimately upheld.

Suppliers are expected to maintain appropriate reporting channels for their own workers and to ensure that workers are able to raise concerns safely, confidentially and without fear of retaliation.

Suppliers must notify Danfloor promptly of any actual or suspected serious breach of this Policy, including any concern relating to modern slavery, forced labour, human trafficking, child labour, serious health and safety failures or significant employment law breaches within their operations or supply chain.

I have read and understood the above policy:

Name:

Signed:

Position:

Company:

Date: