

*SUPPLIER CODE OF ETHICS*






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Code: BE-SGCP-RE-V01-09062023- Suppliers' Code of Ethics

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## 1 Object

FI BELGIUM presents itself to its suppliers with a firm commitment to comply with the legislation in force, as well as with the Ethical Principles and standards of action assumed voluntarily and which have been reflected in its Code of Ethics.

It is therefore essential for FI BELGIUM that its suppliers comply with standards of behaviour aligned with our Code of Ethics and our Criminal Compliance Management System.

## 2 Scope of application

This Code of Ethics is binding on all FI BELGIUM suppliers, irrespective of their sector of activity or geographical location.

For the purposes of this Code, "Supplier" means the natural or legal person, independent of FI BELGIUM, who provides services or supplies products. Suppliers shall expressly accept the contents of this Supplier Code of Ethics.

The FI BELGIUM Supplier shall observe business conduct governed by the following principles:

## 3 RESPECT FOR LEGALITY

### 3.1 Compliance with applicable laws


The Supplier shall carry out its activities in compliance with the applicable legislation, avoiding all conduct which, without infringing the applicable legislation, is contrary to this Code of Ethics.

### 3.2 Prohibition of acts of bribery

FI BELGIUM prohibits all forms of corruption, especially bribery, in both the public and private sectors. In this respect, our suppliers must conduct their business relationships in such a way as to exclude any action aimed at gaining an advantage over their competitors based on an unlawful act. In particular, the Supplier expressly undertakes to comply with the applicable anti-bribery and corruption laws, and in particular the Belgian Criminal Code.

### 3.3 Prevention of Money Laundering

The prevention of money laundering and the financing of terrorism is one of FI BELGIUM's priorities in terms of legal compliance, as an obliged subject of these regulations. Therefore, and

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within the framework of the due diligence measures that we must establish for the identification and knowledge of the natural or legal persons with whom we intend to establish business relationships, our Suppliers must promote the monitoring and control of conduct related to money laundering and the financing of terrorism.

### 3.4 Fiscal responsibility

The FI BELGIUM Supplier shall comply with its obligations related to the payment of taxes by putting in place measures to ensure the integrity of its accounting and financial system and the accuracy of its accounting books and records.

## 4 ETHICAL INTEGRITY

### 4.1 Conflicts of interest

The FI BELGIUM Supplier shall disclose any situation that may constitute a conflict of interest. In this regard, the Supplier shall disclose possible links with FI BELGIUM employees, customers or suppliers that may affect the neutrality of our procurement process.

### 4.2 Transparency

Relations between FI BELGIUM and its suppliers shall be based on reciprocal transparency. The commercial, financial and/or business information provided by both parties shall be truthful, complete and provided under the Principle of Good Faith.


### 4.3 Respect for human rights

The Supplier shall respect the human and labour rights recognised in internationally accepted laws and practices. In particular, it shall comply with the guidelines of the United Nations Universal Declaration of Human Rights, the International Labour Organisation Declaration on Fundamental Principles and Rights at Work and the provisions of the International Labour Organisation (ILO) in relation to child labour.

## 5 INTEGRITY IN LABOUR MATTERS

### 5.1 Respect for occupational health and safety

The Supplier shall provide a safe working environment for its employees, and in particular in compliance with the applicable Occupational Health and Safety regulations.

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## 5.2 Equal opportunities for men and women

The Supplier undertakes to take measures to prevent or detect situations of direct or indirect discrimination on grounds of sex, and especially those arising from maternity, the assumption of family obligations and marital status.

## 5.3 Prevention of Sexual and Gender-based Harassment

FI BELGIUM Suppliers undertake to develop internal measures to prevent and detect the occurrence within their organisation of any verbal or physical behaviour of a sexual nature, which has the purpose or has the effect of violating the dignity of a person, in particular when it creates an intimidating, degrading or offensive environment.

# 6 MARKET COMMITMENTS

## 6.1 Antitrust

The FI BELGIUM Supplier shall comply with applicable antitrust laws and shall avoid any conduct that may impair the competitive operation of the market.

## 6.2 Confidentiality

The FI BELGIUM Supplier shall comply with the Personal Data Protection regulations in force at all times and shall maintain a duty of confidentiality with regard to all information to which they have access as a result of their business relations with FI BELGIUM, unless they have your authorisation to disclose it, or are acting in compliance with a legal obligation or court order. In particular, the FI BELGIUM Supplier undertakes to comply with the company's privacy and information security regulations to the extent applicable to it.


## 6.3 Intellectual and Industrial Property

Suppliers shall respect all regulations relating to intellectual and industrial property in their relations with FI BELGIUM. We do not permit the use of any tool or information that does not comply with or does not have the licences required by the applicable regulations.

## 6.4 Environment

The FI BELGIUM Supplier undertakes to:

- Strict compliance with national, regional and local regulations applicable to its activities, products and services in environmental matters.

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- Encouraging processes associated with energy efficiency that seek to minimise electricity consumption within each supplier's activity.
- Pay attention to the origin of the materials purchased, promoting those with a lower environmental impact.
- Manage the waste generated during the provision of the service in accordance with current regulations, prioritising its recovery and recycling.
- Promoting good environmental and social practices among its supplier partners.

## 7 COMPLAINTS CHANNEL

FI BELGIUM provides its suppliers with a Whistleblowing Channel to report activities or behaviour that may contravene the provisions of this document. For this purpose, any complaints regarding Criminal Compliance may be submitted using the corresponding complaint form available on the company's corporate website.

FI BELGIUM guarantees that all communications will be treated confidentially and that there will be no retaliation of any kind against bona fide complainants.

## 8 Approval and dissemination

The Management Body shall provide appropriate means for the dissemination, training and enforcement of this standard at FI BELGIUM.