



Code of Conduct

Message from our CEO

Dear employees and partners,

Our mission is to contribute to the success of our customers by offering innovative, high quality and environmentally friendly products and services.

Respect, integrity, trust and excellence are the values that define us as a company and are our guide to do business, treat our colleagues, suppliers and customers, being the essence of our success.

In our new business strategy, we focus on corporate values. Compliance of this Code of Conduct is a determining factor in our positioning as a leading supplier with a global presence.

This Code of Conduct is a guide to help you always act and make the right decisions, following the principles and values that we must keep in mind in our professional activity. With your collaboration, we trust that BCN will continue to grow in an ethical and sustainable way.

To this end, we ask for your commitment to comply with this code, both among ourselves and with third parties, with the community and with society as a whole. Transparency, good governance and good practices must be the basis of our behaviour.

Thank you for continuing to work together and for striving to uphold BCN's ethical principles.

Marko Rajamaa



Code of Conduct Our People



Regulatory compliance

BCN is fully committed to the respect and protection of national and international recognised human and labour rights, and to the principles of the United Nations Global Compact, the OECD Guidelines and the Social Policy of the International Labour Organisation (ILO).

The Code of Conduct applies to all BCN employees, including management bodies, executive positions and control bodies.



Training and development of people

Personal development, dialogue, training, reconciliation and recognition are the pillars on which we build our relationships. Our internal training system ensures the knowledge of our employees for each job and covers mandatory training in safety, quality and hygiene.



Diversity and equality

We are committed to diversity, appreciating our teams based on their competence, experience and performance. We do not tolerate any discrimination on the grounds of physical disability, illness, religion, sexual orientation, marital status, political opinion, age, nationality, racial origin or gender.



Health and safety

At BCN we are committed to provide, maintain, and continuously improve a safe and healthy environment for our employees and partners. We always comply with the Health and Safety legislation and regulations applicable to each case.

Safety is our top priority with the objective of "ZERO ACCIDENTS". We focus on the fact that all accidents can be avoided by promoting a preventive culture, by informing and training all our employees, and by integrating safety criteria in all phases of the production process.

We are all responsible for contributing to a safe working environment by complying with the standards, best practices and legal requirements.



Harassment

It is BCN's policy to protect the dignity of its employees and all persons who come into contact with it. Harassment is not tolerated in any form and under any circumstances.

We encourage teamwork and respectful treatment in order to achieve a stimulating and committed working environment.

Code of Conduct Our People



Child labour, forced labour

At BCN we do not tolerate degrading working conditions, involuntary or forced labour, human trafficking or slavery, or labour under the legal working age. Weekly working hours and overtime do not exceed the established legal limit. Overtime is always voluntary and paid in accordance with the law. We ensure that remuneration is fair and adequate in line with the labour market.



Data protection and privacy

We respect current legislation on personal data protection, privacy, confidentiality and security of personal data of our employees and business partners. We take corrective measures to protect the above points; including regular audits and raising employee awareness.

Code of Conduct Our Business



Quality and safety of our products and services

At BCN we pursue excellence in our products and services by providing added value that sets us apart. We do our best to continuously improve our processes to offer superior quality in our products and services, always trying to exceed our customers' expectations and contributing to the care and safety of the end consumers.



Fair competition

We comply with all applicable competition and antitrust laws in the countries where we operate.

We are committed to being the supplier of reference in our sector, being fair and honest in our relationships. We establish bonds of trust by being transparent and open with our employees, customers, suppliers and society.



Freedom of association

BCN employees have the right to organise, freedom of association and collective bargaining.



Intellectual property

We are committed to respecting industrial property, copyrights, patents, licences and brand names.



Corruption and bribery

BCN has zero tolerance for corruption and bribery. We do not offer or accept gifts, favours, entertainment, hospitality or other inducements that may reward or influence a business decision, with the aim of maintaining an independent business relationship at all times.



Confidentiality

We do not share confidential information and we protect it from unauthorised access.

Our employees must exercise discretion and caution in the handling of confidential information and in their communications with third parties.



Code of Conduct Our Business



Fiscal and financial responsibility

We comply with tax regulations and reflect the recording of accounting transactions in the financial statements on the basis of the applicable regulations and in a fully transparent manner. We also comply with annual financial audits.



Cybersecurity

BCN provides electronic devices (such as computers, hardware and software, mobile phones) to do our job. It is our responsibility to use these tools professionally and to protect them. Any small mistake can compromise confidential company information, damage our reputation, and diminish our competitive advantage.

Code of Conduct Our Environment



Sustainability

At BCN we strive to reduce our carbon footprint and preserve our environment. We work to improve our productive impact, controlling and reducing waste, water, and energy consumption, and we are committed to renewable energies. We have implemented the ISO 50001 certification with a system of continuous improvement in Energy Efficiency. We only purchase natural fibers that are FSC® or PEFC certified to ensure forest preservation. We promote eco-innovation of our products to make them more efficiently designed and sustainable. We continuously optimize our processes, to better use all our resources.



Improve local community

BCN promotes collaboration with the local community. Participation is both a corporate and an individual responsibility. We all have the opportunity to make a positive impact and support our community.



Donations and Sponsorship

We can make donations for charitable purposes on a voluntary basis, without expectation of anything in return and in accordance with the regulations. All donations and sponsorships are intended to help those in need and must be approved in advance.

We verify the real destination of funds destined for donations and/or sponsorships based on the principles of transparency, honesty and traceability.



Code of Conduct

The Code into practice



Each of us is responsible to uphold the integrity of BCN and to ensure that we act in accordance with this code, which means doing the right thing even when no one is watching.

Although the expectation that the right thing will be done is unquestionable, it is not always easy to determine the right course of action. BCN provides a communication channel to all employees that allows them to express any situation involving unethical behavior or behavior that does not comply with this Code, with the law or with internal regulations.

What kind of situations can I report?

You can report any situation that you think fits any of these examples:

- If you detect that any of the premises identified in the Code of Conduct are not met.
- If you suspect malicious, illegal or unethical behavior.
- If you detect that internal laws or regulations are not respected.

How to report a non-compliance?

- Communicating it with your line manager, who will advise and support you on how to act.
- Email it to: **RRHH@bcnonwovens.com**

BCN guarantees that all complaints will be treated with the utmost confidentiality and respect for the persons involved, with no reprisals tolerated.

Violations of the law, this code, or policies supplementing this code may result in disciplinary action.

Entry into force

This Code is integrated into the framework of BCN's internal regulations, coming into force on January 1, 2023. The Code of Conduct may be subject to periodic revisions. Each modification or integration must be approved by the Management Committee.