

# MARIS NATUURSTEEN | CODE OF CONDUCT

## Introduction

The Maris Natuursteen Code of Conduct is based on the core values for corporate trustworthiness, the conducted business with integrity and in compliance with laws and regulations.

Maris Natuursteen Code of Conduct applies to our employees and business partners, who we expect to act in line with the Code of Conduct. We also require our business partners, e.g. suppliers, to impose these requirements with their sub-suppliers etc.

We believe in co-operation and we are willing to work with our business partners to achieve sustainable solutions.

The requirements stated in this Code of Conduct are mainly based on internationally agreed conventions such as the UN Convention Universal Declaration of Human Rights and applicable ILO Conventions, the UN Convention on the Rights of the Child, the principles in the UN Global Compact and the OECD guidelines.

## 1. General requirements

The business partner shall acknowledge, accept and sign the requirements as stated in this Code of Conduct. We expect the business partner to do the utmost to achieve our standards. We also put great emphasis on transparency and we expect communication to be open, truthful, complete, timely and not in any way misleading.

If the business partner does not comply or show unwillingness to take corrective actions as agreed upon, it will ultimately end the business relationship.

Any material breaches of the Maris Natuursteen Code of Conduct must immediately be reported to IMVO responsible/HR (details see point 4 below).

Maris Natuursteen or by Maris chosen third party reserve the right to make announced- or unannounced inspection visits at business partner for audit purposes and expect to get access to premises and personnel.

## 2. Legal requirements

Maris Natuursteen expects our business partner, in all their activities, to follow the national laws in the countries in which they operate. Should any requirement in this Code conflict with the national law in any country or territory, the law must always be followed. Maris Natuursteen requirements may go beyond the requirements set out in national law.

## 3. Ethical, environmental and social requirements

### 3.1 Discrimination and Gender

Every employee shall be treated with respect and dignity. No use of humiliating or physical punishment is accepted, and no employee shall be subject to physical, sexual, psychological or verbal harassment or abuse.

No employee shall be discriminated against in employment or occupation on the grounds of sex, race, colour, age, pregnancy, sexual orientation, religion, political opinion, nationality, ethnic origin, disease or disability.

All employees are entitled to a written employment contract, in the local language, stipulating the employment terms and conditions.

Control of this matter is done with announced and unannounced audits performed by Xertifix on behalf of Maris Natuursteen.

### 3.2 Child labour

Maris Natuursteen does not accept child labour in any shape or form.

The business partner shall comply with the national minimum age for employment, or the age of completion of compulsory education and shall not employ any person under the age of 15. For mining processes the business partner shall not employ any person under the age of 18.

Control of this matter in China and India is done with announced and unannounced audits performed by Xertifix on behalf of Maris Natuursteen.

### 3.3 Forced & bonded labour

We do not accept any forms of forced, prisoned, bonded or involuntary labour in the production of goods or services directly or indirectly connected to Maris Natuursteen.

- Debt bondage: bonded labor resulting from previous debt, which may have been incurred before the worker's birth, or a contractual obligation.
- Forced labor for production purposes in prisons, labor camps or prisoner-of-war camps.
- Work under coercion and in inhuman conditions for irregular or non-existent pay.
- Coercive labor, in which people are coerced to work overtime indirectly because they cannot make ends meet on their customary pay.

Control of this matter in China and India is done with announced and unannounced audits performed by Xertifix on behalf of Maris Natuursteen.

### 3.4 Wages

We expect our business partners to ensure that a living wage is being paid within a reasonable period of time. A living wage as 'a wage that is sufficient to provide for the basic needs of a family of average size in a particular economy'

Control of this matter regarding to China and India is done with announced and unannounced audits performed by Xertifix on behalf of Maris Natuursteen.

All employees are paid a decent salary that is minimum equal and usually higher than the minimum wages that apply. The subcontractors are paid based on the wages agreed by both parties, whereby the minimum wages are not lower than the legal scales.

Payments are always made at the agreed time.

### 3.5 Workers' right

All employees have the right to form or join associations of their own choosing, and to bargain collectively.

All employees are entitled to a written employment contract, stipulating the employment terms and conditions.

Employees of Maris Natuursteen also receive a welcome brochure in the local language, stipulating the headlines of the code of Conduct.

Control of this matter in China and India is done with announced and unannounced audits performed by Xertifix on behalf of Maris Natuursteen.

### 3.6 Health & safety

Maris Natuursteen expects its business partner to follow all relevant legislations, regulations and directives in the country in which they operate to ensure a safe and healthy workplace.

The workplace shall be ordered such as the well-being and health of the employees are neither jeopardized nor compromised.

Control of this matter in China and India is done with announced and unannounced audits performed by Xertifix on behalf of Maris Natuursteen.

### 3.7 Landrights

We do not accept violations of land rights, such as land expropriation, forced relocations and the destruction of burial sites and other places of heritage value. Land and land use rights are a human rights issue because of their direct relationship with the right to food, water and a clean living environment.

Guaranteeing transparency with regard to land use and impact on people and the environment will be discussed with our suppliers.

Control of this matter in China and India is done by Xertifix on behalf of Maris Natuursteen. Among other things following items will be discussed and controlled:

- Safeguard of legally protected and internationally recognized areas.

- Minimize the negative effects on the ecosystem according to the local law (e.g. by offsetting the residual net loss of biodiversity). Ensure adequate financial resources for this purpose.
- Protection of the surrounding area of the quarry and processing facilities against damage (e.g. caused by hazardous waste, dust, waste and sewage by natural stone production and processing, waste water slurry).
- The environmental impact is evaluated by the producer. In case of detected potential environmental risks or negative impacts: the company documents these effects and develops a plan of concrete mitigation measures. The producers monitors that the mitigative measures are effective.
- Segregation, proper storage, and disposal of all kind of waste according to the local law (e.g. quarry waste, hazardous waste, waste water, waste water slurry, sludges, chemical containers, glass, plastics etc.) AND (where applicable), official documents for the disposal of the waste (e.g. disposal of sludges).
- Reduction of air pollution according to the local law (e.g. by filtering mechanisms)
- Reduction of noise emission according to the local law (e.g. by setting limits to rock blasting times)

### 3.8 Environment

Maris Natuursteen expects its business partner to guarantee that any materials used and products produced do comply with legislation and regulations regarding the protection of the environment.

The business partner must have the relevant environmental permits and licenses for its operations.

On request, the business partner shall provide with applicable data for product information, safety datasheets etc.

#### *Waste*

Any waste, and in particular hazardous, must be taken care of in a responsible manner and in accordance with local law, and regulation, related to handling, storage, transportation, recycling and disposal. This is also a requirement for the legal environmental permit

#### *Chemicals*

Chemicals used must be in compliance with applicable environmental laws and regulations in the country of operation. This is also a requirement for the legal environmental permit

The business partner shall store, handle and transport chemicals in a way that prevents emissions to air, ground and water, prevent risks of ignition/explosion and ensure workers health and safety.

#### *Transportation*

Maris Natuursteen and its business partners shall actively minimize the logistic impact on the environment, within reasonable means.

By reusing recycled natural stone, we reduce the impact of the consequences of transport on people, nature and the environment. This is due to the prevention of transports from various countries and continents

### 3.9 Relation with business partners - Ethics

#### *Corruption*

Maris Natuursteen has a zero tolerance policy on bribery and corruption. We shall not offer any business partner, direct or indirect, any rewards or benefits in violation of either applicable laws or reasonable and generally accepted business practice.

#### *Advantages*

Maris Natuursteen employees must not accept payments, gifts, or any other kind of reimbursement from a business partner or third party that could affect or appear to affect their objectivity in their business decisions.

#### *Confidential information*

Employees and/or business partners of Maris Natuursteen must never disclose confidential company information to any person outside or within the Company, except with a prior permission from Maris Natuursteen.

Confidential information includes Maris Natuursteen financial and commercial relationships, offers, strategies, business partner information, information on business partner capacity, sensitive personnel data, information concerning Maris Natuursteen and/or the business carried out within Maris Natuursteen and which is not generally known outside the company;

in other words, has not been published or otherwise communicated by or through Maris Natuursteen.



*Cartel*

Maris Natuursteen strongly objects to any association or cartel agreement intended to control market pricing, salary levels or other business aspects normally ruled by an open market.

4. Reporting non-compliance (whistleblowing)

Maris Natuursteen Code of Conduct, group directives and operating procedures are intended to prevent and detect improper- or illegal activities.

Any breach against Maris Natuursteen Code of Conduct, shall by business partners or employees, be reported to Maris Natuursteen management Corporate Governance/HR open or anonymous:

Maris Natuursteen is a member of the TruStone Initiative. The TruStone Initiative has its own complaint and dispute mechanism. Workers or parties adversely affected by Maris Natuursteen or its business partners may also lodge a complaint with the committee. The Complaints and Disputes Committee will issue a binding ruling.

Complaints can be submitted to the committee via: AGT-complaints@internationalrbc.org

Corporate Governance/ HR      marianne@marisnatuursteen.be

If someone for any reason would rather contact the Group CEO, contact details are as below:

*CEO Peter Maris, Impulsstraat 11 2220 Heist op den Berg peter@marisnatuursteen.be*

The whistle-blower protection policy creates a safe and confidential environment for business partners and employees to make such reports. This policy governs the reporting and investigation of alleged improper or illegal activities at Maris Natuursteen. In accordance with our Code of Conduct we will not tolerate retaliation against a person for making good-faith complaints of improper behaviour.

Confidentiality will be maintained to the full extent permitted by law. All reports are subject to appropriate investigation. It is a breach of the Maris Natuursteen Code of Conduct to fail to report a violation or suspected violation that business partners or employees know about or to refuse to cooperate with the investigation of a suspected violation.

Heist op den Berg, .....

Business Partner	Date
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