



Firma Tarapata

Profesjonalna obróbka stali



Supplier Code of Conduct of Firma Tarapata Sp. z o.o.

Business Ethics, Social and Environmental Performance Criteria for Suppliers of Firma Tarapata Sp. z o.o.

Firma TARAPATA Sp. z o.o. has been functioning in the metal industry since 2002, in the Special Economic Zone EURO-PARK, Mielec, Poland. We provide the comprehensive services in the field of steel processing and specialize in production of parts for various branches of industry such as household appliances, automotive, fire extinguishing, agriculture, fork lifts and electric motors. The modern machines park, high-qualified and experienced staff, as well as the advanced production technologies assure a strong position on the market and recognition of well-known international brands Customers.

The vision of the company is to be the leader in Poland in metal processing for different branches and to be first choice of Customers. Based on common core values, Firma Tarapata Sp. z o.o. intends to achieve this goal by being ethical in business practices and working with Supplier of similar business standards. We are looking for the Suppliers whose policies regarding ethical, social and environmental issues are compatible with our own. Suppliers and their Subcontractors should be aware of our commitments and expectations in accordance to the Business Code of Conduct. With given document Suppliers of Firma Tarapata Sp. z o.o. should confirm that they operate in full compliance with national laws and regulations applicable to their operations and employment in the countries they operate.

Minimum Expectations Suppliers Performance

1. Compliance with Laws

At a minimum, Suppliers must maintain full compliance with all laws and regulations applicable to the operation of their business and their relationship with Firma Tarapata Sp. z o.o.



2. Support and respect of Human Rights.

Suppliers should support and respect the Human Rights and also be able to confirm that they are not in the conflict with ethical guidelines.

3. Elimination of all forms of forced and compulsory labor.

Suppliers should be able to confirm that forced and involuntary labor is not tolerated and applicable in any form.

4. Child labor.

Suppliers should be able to confirm that child labor is not tolerated in any form. As it concerns the minors, the company's management is responsible for providing working conditions, hours of work and wage appropriate to children age in compliance with applicable local law as minimum.

5. Elimination of discrimination with respect to the employment.

Suppliers should support equal opportunities, fairness and diversity. All employees should be treated on their own ability and qualifications and not regarding race, religion, gender, age, nationality, disability, sexual orientation, union membership and political opinion. Suppliers must share their commitment to providing a workplace free from harassment, bullying, threats and violence.

6. Working environment, factory conditions, housing, health and safety.

Suppliers should assure the employees such the conditions in the factory and labor premises that workers could perform their functions in a safe and healthy environment according to law and regulations valid in given country. There should be applied such the polices and trainings to minimize the risk. The materials, products and services must be designed, produced, and delivered in accordance of being the safety and health for Suppliers employees and consumers.

7. Fair Play & Conflict of Interests.

Suppliers should counteract all forms of corruption, including extortion and bribery. They should not work with undeclared partners and production units. Suppliers should confirm their commitment to fair competition and agree not to enter into agreements with competitors concerning pricing, market sharing or other similar activities. Suppliers must avoid all conflicts of interest or situations giving the appearance of a conflict of interest in their



dealings with Firma Tarapata Sp. z o.o. Suppliers must not engage in other deceptive or unfair market practices, whether on Firma Tarapata Sp. z o.o. behalf, own behalf, or on behalf of others (third parties).

8. Freedom of association and the right to collective bargaining.

Suppliers should confirm that their workers are free to communicate with management about workplace issues and compensation, as well. None of the employees should be discriminated regarding rights enforcement.

9. Environmental & Quality Performance.

Firma Tarapata Sp. z o.o. is actively working to reduce direct and indirect environmental impact. Suppliers should be informed and comply according to national legislation, regulations and industry standards. It requires constantly monitoring the environmental impact of their industrial activity and improving the environmental performance of in their operations. As a minimum, the Suppliers should handle hazardous substances and waste in a safe way. Suppliers must have in place quality assurance processes to detect, communicate to Firma Tarapata Sp. z o.o. and correct defects to ensure delivery of materials, products and services that meet contractual quality and legal and regulatory requirements. All required inspection and testing operations must be completed properly by appropriately authorized and qualified individuals, and any required certifications must be completed accurately. In order to minimize the risks caused by chemicals, suppliers of preparations, chemical mixtures or semi-finished products must provide statements confirming that they meet the requirements of the so-called Regulation (EC) No. 1907/2006 (REACH), Regulation (EC) No. 1272/2008 and Directive (EU) 2015/863 (RoHS III) and confirm that they do not use Candidate List Substances (SVHC) in their production processes.

10. Information Protection.

Suppliers must take proper care to protect sensitive information, including confidential, proprietary and personal information. They should not use such information for any purpose other than the business one for which it was provided, unless the owner of the information provided prior the authorization. Suppliers must respect the legitimate proprietary rights and intellectual property rights of Firma Tarapata Sp. z o.o. and others.



11. Anonymous Reporting & Reporting Misconduct.

Firma Tarapata Sp. z o.o. expects its Suppliers to provide their employees and their associates with access to adequate reporting channels to raise legal or ethical issues, including opportunities for anonymous reporting.

12. Suppliers Business Partners.

If the contract with Firma Tarapata Sp. z o.o. prohibits Suppliers from assigning, delegating or subcontracting their obligations, we expect it to strictly comply with this prohibition. If the contract with Firma Tarapata Sp. z o.o. permits Supplier to assign, delegate, or subcontract its obligations or procure materials, products or services from others, Firma Tarapata Sp. z o.o. expects the Supplier to carefully select its Business Partners, and perform due diligence, audit, and oversight to prevent and detect misconduct.

13. Data Protection & Data Security

Personal data of employees, customers and business partners may be processed, i.e., acquired, saved, collected, used or shared, only in compliance with the applicable legal regulations. Supplier must appropriately handle and protect all information. Data and information must be used exclusively according to their classification. Supplier ensures that the data to be protected is collected, processed, backed up and deleted properly.

14. Export Control & Economic Sanctions

Suppliers must strictly follow all applicable regulations and laws governing the import and export of goods, services and information, as well as payment transactions. Existing Public Information sanctions and embargoes must be observed within the framework of laws and regulations in all business activities.



Firma Tarapata

Profesjonalna obróbka stali



Compliance and Follow up

Firma Tarapata Sp. z o.o. expects its Suppliers to maintain adequate documentation to prove their compliance with the above mentioned criteria. The condition of doing business with Firma Tarapata Sp. z o.o., the Suppliers have to authorize their designated agents (including third parties) and allow to perform audits in all co-operating facilities. The requirements expressed here are considered important to Firma Tarapata Sp. z o.o. Any violation of this Code of Conduct can give the Firma Tarapata Sp. z o.o. cause to initiate appropriate legal actions. In particular, Firma Tarapata Sp. z o.o. reserves the right to terminate the business relationship in the event of serious or repeated violations of this Code of Conduct. Firma Tarapata Sp. z o.o. could refrain from pursuing such actions if the Supplier credibly assures and can prove that it has initiated prompt countermeasures to avoid future violations.