

4 COILS TECH (formerly known as LEEL COILS EUROPE) is a market-established European manufacturer and supplier of custom-made high-quality OEM (Original Equipment Manufacturers) heat exchangers for heating, ventilation, cooling, and air conditioning customers.

We have become a significant player in the market thanks to our belief that achieving success and being perceived as a reliable business partner is only possible thanks to experience, a professional approach, the ability to innovate, close cooperation with customers, and the provision of consistently high-quality and flexible services.

At 4 COILS TECH, we are proud of the reputation we have built over the years and are ready to continue to provide our customers with the service and quality products we have become known for.

We are fully aware of the responsibility arising from our activity. That is why we have created a set of strict ethical standards that guide us in our activities.

We expect all our suppliers and subcontractors, i.e., all companies that do business with us, to adhere to the same ethical standards. Supplier Code of Conduct has been drawn up, setting minimum standards for doing business with any company or organizational unit.

LAWS AND ETHICAL STANDARDS

Supplier shall comply with all laws applicable to its business activities. The supplier must support the principles of the UN Global Compact Initiative, the UN Universal Declaration of Human Rights, the UN Principles for Business and Human Rights, the OECD Guidelines for Multinational Enterprises, as well as the 1998 International Labor Organization Declaration on Principles and Fundamental Rules at Work, following national laws and customs.

It applies mainly to the following areas:

HUMAN RIGHTS AND FAIR LABOR PRACTICES

CHILD LABOUR

Supplier shall not employ children under the legal age of employment in any country or local jurisdiction. The minimum age for employment is 15, even if local regulations allow them to employ younger people. Workers under 18 years may only perform work that complies with the legal requirements of the relevant country (e.g., in relation to working hours and working conditions) and with education or training requirements.

FORCED LABOR

The supplier must not use any form of forced labor, debt settlement work, compulsory labor, or modern forms of slavery. All work must be voluntary. Workers must be allowed to have control over their identification documents (e.g., passports, work permits, or any other personal legal documents).

The supplier will ensure that the workers do not pay fees or provide any payments connected with obtaining employment during the recruitment and employment period.

Punishment, mental or physical coercion, and human trafficking are prohibited.

Disciplinary policies and procedures must be clearly defined and communicated to employees.

SAFETY AND HEALTH PROTECTION

We expect our suppliers to strive to implement occupational health and safety norms and standards that are at a high level through the use of an occupational health and safety management approach appropriate to the business activity. The Contractor shall comply with applicable laws, regulations, and occupational health and safety regulations and provide a safe and healthy working environment, such as potable water, to maintain the safety and health of employees, protect third parties and prevent accidents, injuries, and illnesses related to a profession.

Part of these procedures is the regular assessment of risks in the workplace and the introduction of appropriate risk controls and precautionary measures, including the provision of suitable personal protective equipment (PPE). Employees will be adequately instructed and trained in health and safety matters in a language they understand.

CONFLICT RAW MATERIALS

The Supplier will comply with all applicable laws and perform due diligence obligations related to purchasing minerals and materials from conflict-affected and high-risk areas where human rights violations, corruption, financing of armed groups, or similar negative phenomena may occur.

ENVIRONMENT

The supplier is to comply with all applicable laws, regulations, and standards related to the environment and to implement an effective system for the identification and elimination of potential environmental risks.

We expect suppliers to support environmental and climate commitments through their products and services. They should implement this support effectively, taking into account the impact on the environment.

4 Coils Tech s.r.o. also expects its suppliers to provide environmental data upon request and climate. We expect suppliers to take environmental and climate protection into account, for example, by setting and fulfilling their own climate protection goals.

DATA PROTECTION, SECURITY AND ACCESS TO INFORMATION

The supplier is obliged to comply with relevant data protection laws, including personal data protection, as well as relevant regulations, e.g. GDPR, especially with regard to personal data of customers, consumers, employees and shareholders. When collecting, recording, hosting, processing, transferring, using or deleting personal data, the supplier will comply with all the above requirements.

Requirements placed on suppliers in relation to the information security of data under their control during and after the end of cooperation with 4 Coils Tech s.r.o. are based on international standards, for example the Code of Practice for Information Security Management. Suppliers should take into account the need to protect the confidentiality, integrity and availability of information.

The supplier is obliged to protect confidential information and use it only in an appropriate manner. The supplier is obliged to fulfill all contractual requirements in the area of data and information security and will not disclose any information that is not publicly known.

COMPLIANCE WITH THE CODE OF CONDUCT FOR SUPPLIERS

4 Coils Tech s.r.o. reserves the right to check compliance with the requirements of this Code of Conduct for suppliers, for example, through self-assessment and audits carried out either through 4 Coils Tech s.r.o. or by a third party. The supplier will strive for continuous improvement, for example, by setting measurable environmental, working conditions, or diversity targets and reporting on progress or sustainability. If a violation occurs, the supplier creates an incident report and submits a corrective action plan.

The conditions stipulated in this Code of Conduct for suppliers reflect the values of 4 Coils Tech s.r.o. and its focus on customers, communities served, and environmental protection. Any violation of these conditions must therefore be corrected.

Supplier:

ID number:

Name and position of authorized person:

Signature: