

# **Business Partnership Ethical Codex**

## **Body Fashion (Hungary) Ltd. is committed to correct business activity, ethics and trustworthiness, and aims partnership likewise.**

Body Fashion (Hungary) Ltd.'s, henceforth: BFHU, Business Partnership Ethical Codex contains the most important norms for our business partners, those are especially important in our business relationships, and the correspondence that is expected from our partners. At the same time it does not substitute BFHU's full Ethical and Business Relationship Codex which is introduced to all of our partners and we motivate them to know it.

We understand our business partners as BFHU's suppliers, entrepreneurs, services, customers, transactional partners, advisors, and all other contracted partners expected to follow the highest level of ethical attitude, like so the downward mentioned.

1. **Ethical values** – It is expected from BFHU's business partners that they must act according to *Respect of Law, Responsibility, Trustfulness, Other's respect, Honesty, Honourability, Carefulness, Reliability and Accountability* values in Ethical and Business Behaviour Codex.
2. **Human Rights** – BFHU's business partners should respect human rights throughout their activities, likewise but not exceptionally: *right for life and dignity, personal freedom and security, the right for the highest level of health, the right for trustful and advantageous work environment, for honourable wages and proper lifestyle. The right to establish and join trade unions, collective negotiation, freedom from forced -or obligated work ; child labour, the right for free deliverance , the right for religious believes and peaceful gathering, to relax, for freetime and systematic paid holidays.*
3. **Trustful employment practice** – BFHU's partner cannot tolerate forced,- slavery – or child labour in any appearance and must be committed to honourability, to the indications of applicable law and practice of employment and salary.
4. **Health, safety and environment protection (HSE)** – corporate partners of BFHU /according to its HSE significance / must apply to health, safety and environmental policies and prescriptions.
5. **Avoiding discrimination** – Corporate partners of BFHU cannot discriminate anyone because of an unimportant professional attribute or situation as for example but not exceptionally – gender, familiar status, age, ethnical identity, skin-colour, religious or political attitude, disability or sexual characteristics.

6. **Communication** – It is expected from the business partners of BFHU to follow the highest level of behavioural norms based on mutual respect either in verbal and written communication.
7. **Avoiding harrasment** – Corporate partners of BFHU must not reflect an attitude that could be considered as targeting, threatening, degrading or bad will and/or hurting.
8. **Security of information**- Corporate partners of BFHU must handle all business data confidentially as per applicable guidelines. They should make proper security indications to confidence of data, completeness and the avaiability to relevant individuals. Business partners must respect that developments, values, ideas, strategies and other business data form corporate property and in some cases they are understood as intellectual property under protection.
9. **Avoiding insider merchandise** – Corporate partners of BFHU must not use inner information disrepectful to profit gain, and must not share such information with an inappropriate individual. Business partners shall never spread untruth market information such as gossips those could effect financial assets.
10. **Real declarations and reports** – Corporate partners of BFHU will never endanger financial declarations' and reports' completeness and validity, although they must permanently practice lawful and ethical accountancy protocol.
11. **Assets** -Corporate partners of BFHU must take responsibilty for the condition of assets, proper and economic usage of those available and used during operation.
12. **Avoiding corruption** – Corporate partners of BFHU must be committed to be free from any corruptional and loss activity, including bribery money, disusage by potency or other unclear acts. This committment must involve that employees, organisations, distributors, followers and others should stay away from any illegal influencing or the seek for deceptive advance, acceptance, offer or benefit, and they must decline all tries and offers like so.
13. **Avoiding incompatibility** – Corporate partners of BFHU shall never contact BFHU employee in a way, that it would result incompatibly, including : employment of BFHU personnel (except the dual employment based on the agreement with BFHU);BFHU employee's investment or share in partner company, except purchase of publicly distributed stock. It is preconditional from a BFHU partner to avoid / or highlight any further situation that could result in incompatibility or reflect something like that.

14. **Fair competition** -Corporate partners of BFHU should act in accordance with the fair competition rules and must cooperate respecting that. BFHU does not support holds of payment, chain-debts' unethical practice, and corporate partners of BFHU should make protocols in their own value-chain to avoid these situations.
15. **Staying with international merchandise boundaries** – BFHU's business partners must match the applicable merchandise regulations, regulators, boundaries, sanctions and import-export embargos and have to do everything to pay attention on these. It is expected they share every information if them or any affiliates or any individual connected could be involved in anything like this.
16. **Products and services** – BFHU's business partners should target quality and safe products' ensurance. They must provide the highest quality and product and/or service security, what can be expected based on the definiton of product or service, transportation must happen in time, they have to enable real, reliable, precise and straight information to all of their customers and cannot ruin the expected quality.
17. **Protection of personal data** – Business partners of BFHU must respect other's privacy, and must keep the regulations on protection of individual rights, exceptionally they can only collect and handle necessary data, henceforth they must give relevant introduction to the stakeholders. BFHU's business partners have to make efficient security actions to ensure confidentiality, fullness and accessibility to entitled.

**BFHU utilizes the theory of „zero tolerance” against corruption, cartelling, significant human right violation and health, enviroment protection regulation.**

It is expected from BFHU's business partners to respect the codex and to apply propriate – size ; complexity; risk enviroment matching provisions ( though correct own codex/behavioural codex or similar regulation, management designation or tool. Applying so upper expectations, applicable provisions and regulations of law.

BFHU's business partners have to ensure that all stakeholder (so anyone and everyone who is affected with BFHU activity, as employees, affiliates, service providers etc. ) should get to know these expectations and to apply them. BFHU requires business partners to spread and apply upward expectations throughout their own suppliers, affiliates, service providers system.

For the sake of further improvement in matching upper expectations BFHU partners shall aim to know the whole content of Ethical and Business Behaviour Codex and to correspond to all other aspects. The Codex is available on BFHU website.

There would be any ethical question or complaint, either unethical behaviour should be announced, please turn to BFHU's HR department. BFHU does not accept any retaliation against individuals informing on correspondency problem or doubt in a bonafide way.