

GIFTS AND INVITATIONS POLICY

I. Object

The purpose of this policy is to define the rules related to the acceptance or non-acceptance of gifts, benefits, services and invitations that may be received from suppliers, service providers, partners or clients; existing or potential.

Similarly, these rules are also defined for gifts, benefits, services and invitations offered to suppliers, service providers, partners or clients; existing or potential.

II. Scope

The code applies to all employees of the Damartex Group, regardless of their company or the country in which they live.

III. Group's position

Gifts, benefits, services and invitations may be related or perceived as a means of influencing or creating an obligation in exchange (active or passive corruption).

In this respect, the limit of a gift, benefit, invitation or service (offered or received) is set at 0€.

In other words, Damartex Group considers that no gift, advantage, invitation or service may be given or received if its actual or perceived market value exceeds the above-mentioned limit.

This position is all the more strict during commercial transactions (calls for tenders, contract signatures).

IV. Specific situations

Damartex Group understands that depending on the cultural habits of its partners or the time of year (Christmas holidays, celebrations...), it can be difficult to refuse a gift.

Therefore, two principles must be applied without any exceptions being noted:

- 1) Upon receipt of a material gift (chocolates, wine bottles, gourmet boxes, other objects...) these must be shared with the department or service concerned during a collective lottery,
- 2) Upon receipt of an invitation, it must meet certain criteria:
 - o Any invitation to *lunch* should only concern the employee (and not the couple formed with their husband/spouse),
 - o Any invitation to *dinner* or an *event* (gala...), the employee must ask his manager for written authorization to accept this invitation. This request and the manager's authorization must be sent by copying the following address: ethics@damartex.com.
This authorization must be documented, archived and presented in case of inspection.

From a general manner, an invitation must not be ostentatious (such as a starred gourmet restaurant, a private lodge for a concert or a sporting event),

V. Application of this code

Any questions from an employee about the application of this policy or its interpretation should be referred to his or her supervisor. A written response will be provided.