

colart



**Welcome to
EthicsPoint™**

About EthicsPoint™

EthicsPoint™ is an independent phone and web-based reporting platform that operates 24/7 in every country in the world.

EthicsPoint™ has a dedicated, secure website and a telephone number for you to submit any questions, concerns or suggestions that you have about what you see or experience at Colart.

How to use EthicsPoint™

Reporting hotline for ethics and compliance incidents

By Phone

- * Call 0-800-89-0011
- * When prompted, dial 855-866-4018

On the Internet

Please visit
colart.ethicspoint.com

Escalation Process

In line with the Colart Way, we encourage People to raise questions, concerns or suggestions directly through their Line Manager. For times when you do not feel comfortable doing so, you can use EthicsPoint™.

Once a question, concern or suggestion has been submitted through EthicsPoint™ whether by phone or website, a notification is transmitted by EthicsPoint™ to your local HR Business Partner (HRBP). The HRBP will acknowledge the submission within two working days. If the submission directly names your local HR Business Partner, then it is automatically cascaded up to the Chief People Officer and our General Counsel for their attention (or to the Board if either Chief People Officer or our General Counsel are named). All submissions are logged, investigations are launched and answers to questions are researched.

The person who made the submission will be kept informed with updates through the EthicsPoint™ system. We are committed to provide a response within seven working days however, if more time is needed for investigation, this will be confirmed before the end of the 7th working day

Our People Promises

At Colart, our people are our most important asset. We consider every employee an ambassador of Colart and an ambassador of our values.

To support our employees, we promise:

1. Positive work environments based on trust, respect and collaboration
2. A place where employees are inspired to want to work and grow
3. Encouragement of continuous improvement and development

Colart Code of Conduct

There are a number of documents that support our promises. One key document that summarises how we want to live our values is our Code of Conduct.

The Code of Conduct is part of everyone's contract at Colart and every new employee is asked to commit to the terms before joining.

As a reminder, the Colart Code of Conduct contains details about the following areas:

- Legal Compliance
- Human Rights
- Accounting and Reporting
- Anti-trust and fair competition
- Conflicts of Interest
- Gifts, hospitality and donations
- Corruption and Bribery
- Confidentiality
- Data protection
- Workplace Practices
- Environment
- Community Involvement
- Suppliers
- Fraud and theft
- Money laundering