

Novasol Chemicals

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CORPORATE POLICY ON EMPLOYEE & CUSTOMER SAFETY NOVASOL CHEMICALS GROUP

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Novasol Chemicals wants to ensure the safety of all its stakeholders and especially its employees and customers.

We take all reasonable steps to ensure the health and safety of our employees and customers while at our company premises or while using our products.

This is being achieved by:

- assessing risks to health, safety and the environment associated with our workplace
- ensuring safety information, instructions and training are timely and appropriate
- providing suitable and safe facilities for our employees & customers
- periodically auditing and reviewing methods and procedures to ensure they are still valid
- re-appraising working practices when circumstances change, regulations change or new hazards or risks arise
- identifying hazards through incident reporting in order to strengthen our precautions

Management's responsibility cannot be discharged without the co-operation of all employees and guests. With the implementation of the company practices on Safety and Health in all its offices Novasol tries to attain a zero accident environment for the benefit of its customers and employees.

Novasol acknowledges the importance of communication on safety with downstream users. We ensure hazard information gets to the customer. For the safety of our products we refer to the Material Safety Data Sheet of our products. The MSDS is given to the customer at the time of the first delivery of the products. Each product is labeled according to CLP regulation.

Novasol 's Quality department is available for any questions and assistance on the safe use of the products. We provide technical data sheets and safety data sheets with all deliveries and additional technical and regulatory product information on request.

We guarantee the safe delivery of our goods according to the delivery terms. The customer is responsible for the further safe handling and use of the items once delivered.

HOW TO REPORT A CONCERN OR ASK A QUESTION?

At Novasol Chemicals, we are committed to maintaining the highest standards of integrity and accountability.

If any employee of the Novasol Chemicals Group has a question regarding an act related to this policy or believes that someone or any kind of practice of the Group or of our business partners is violating this

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Policy or any related laws or regulations, they are required to report it immediately to the **local General manager, HR, reliable company representative, or the CEO of the Group.**

In order for investigations to be successful, complaints should be as specific as possible. To the extent possible, they should include details such as:

- The type of alleged wrongdoing
- When, where, and how the wrongdoing occurred
- Who was involved and may have knowledge of the matters being reported

Relevant documents or other evidence should be included with the report or provided as soon as possible. However, the absence of any of the above details does not prevent investigation of allegations of fraud or corruption.

The Board of Novasol Chemicals is responsible for ensuring adherence to these commitments and our top management has responsibility for overseeing their implementation and ensuring that any breaches of this Policy or any of its related policies and procedures are investigated.