



FORM SÜNGER

SUSTAINABILITY POLICY

Parent Process: Sustainability Management

Child Process: Sustainability Management

Policy: Sustainability Policy

Policy No:

First Published:

Approved by:

Revision No:

Latest Revised:

Approved by:

SECTION 1. OBJECTIVE

1.1. Sustainability Policy (hereinafter, "Policy") aims to define the principles adopted by Form Sünger ve Yatak Sanayi Ticaret A.Ş. (hereinafter, "Company") in its existing and future business and manufacturing operations in order to pass a better world and a better nature onto future generations.

SECTION 2. DEFINITIONS

2.1. Terms used in this policy that have a specific meaning are briefly defined below:

Company: Form Sünger ve Yatak Sanayi Ticaret A.Ş.

Policy: Sustainability Policy

Employees: Company managers and workers.

Sustainability: In line with the United Nations' definition, means meeting our own needs without compromising the ability of future generations to meet their own needs.



Greenhouse Gas Emissions: Refers to the release of gases such as Carbon Dioxide (CO₂), Methane (CH₄) and Nitrous Oxide (N₂O) into the atmosphere, which cause the sun's rays reflected from the Earth to be trapped in the atmosphere and warm the Earth.

Net Zero: Refers to the balance between the amount of greenhouse gas emissions produced by an organization, community or country and the amount compensated or absorbed.

Zero Waste: Refers to the waste prevention approach that includes preventing waste, using resources more efficiently, reducing the amount of waste generated, establishing an effective collection system, and recycling waste.

Supply Chain: Refers to the entire system of companies, people, technology, activities and resources involved in the movement of a product or service from supplier to customer.

SECTION 3. SCOPE

3.1. This policy applies to

- a) General Manager,
- b) Employees
- c) Service or good vendors, and their employees,
- d) Other persons including all individuals and organizations working for Company including consultants, lawyers, advisors and external auditors, as well as customers with a business relation with Company ("**Business Partners**").

SECTION 4. PRINCIPLES

4.1. With an innovative approach, Company aims to continuously develop and improve the technologies in its business processes and to increase product quality accordingly.

4.2. Company considers environmental, social and economic impacts of all its activities and investments by observing its corporate culture and corporate governance principles.



4.3. Company aims to reach net zero by 2053 in line with Turkey's target to combat climate change. In this context, it calculates the greenhouse gas emissions arising from its activities and supply chain on an annual basis and made them publicly available.

4.4. With a Zero Waste approach, Company develops and implements circular economy solutions in all its activities in accordance with the waste hierarchy: waste prevention, reduction, reuse, recycling, recovery and disposal.

4.5. Company regularly monitors and works to improve its water management performance with the awareness of the diminishing water resources in the world.

4.6. Company aims to protect the diversity of species, habitats, ecosystems and the integrity of ecological functions by identifying the impacts of its activities on biodiversity.

4.7. In order to provide a safe working environment for its employees, Company monitors and declares its performance in the field of occupational health and safety and acts with the principle of continuous improvement.

4.8. Company embraces the principles of equal opportunity, diversity and inclusion, and provides equal rights and opportunities to all employees in processes such as remuneration, reward, promotion and performance evaluation.

4.9. Company contributes to gender equality, aims to provide equal opportunities for women in business life and increase women's employment.

4.10. Company supports young people's participation in employment and their competency development through training/internship programs.

4.11. Company creates working environments that enable its employees to improve themselves through regular professional and technical trainings.

4.12. Company contributes to the social and economic development of local communities in its areas of operation and prioritizes local employment and procurement.

4.13. Company respects employees' rights to representation and collective bargaining.

4.14. Company does not tolerate bribery and corruption and adheres to all relevant laws and regulations, **Code of Conduct Policy** and **Anti-Bribery and Anti-Corruption Policy**.

4.15. Company aims to create a sustainable supply chain and establishes the necessary mechanisms in line with this goal. Company carries out activities aimed at increasing the sustainability awareness among suppliers and improving sustainability performance in the entire supply chain.



4.16. Company considers the expectations and priorities of its internal and external stakeholders when determining its sustainability goals and targets.

4.17. Company discloses its sustainability performance and management to the public annually in accordance with international standards and frameworks.

4.18. Company aims to align its sustainability strategy and investments with the United Nations Sustainable Development Goals (SDGs) and contribute to the SDGs and their sub-goals.

4.19. Company aims to make sustainability principles a part of its corporate culture.

SECTION 5. ROLES AND RESPONSIBILITIES

5.1. General Manager

5.1.1. General Manager is responsible for overseeing the effective functioning of Sustainability Committee and Internal Audit Department, which are the reporting, review and sanction mechanisms in case of actual and suspected violations of the principles defined in the Policy.

5.2. Sustainability Committee

5.2.1. Sustainability Committee is responsible, on behalf of General Manager, for the formulation, implementation and updating of the policy.

5.2.2. Sustainability Committee is responsible for the oversight of all strategies and projects created by Company in line with its sustainability goals.

5.2.3. Sustainability Committee is responsible for establishing the necessary communication channels for reporting actual or suspected violations of the principles defined in the Policy and for investigating the reported actual or suspected violations.

5.2.4. Sustainability Committee carefully addresses and investigates complaints and notifications received. Should any violation is identified as a result of investigation, it submits it along with necessary evidences and documents to Internal Audit Department for duly action. In addition, it takes necessary actions and establishes necessary mechanisms to prevent recurrence of same breach.

5.3. Sustainability Officer



5.3.1. Sustainability Officer is responsible for monitoring all strategies and projects created by Company in line with its sustainability goals.

5.3.2. Sustainability Officer is responsible for the annual reporting of Company's sustainability performance and management in accordance with international standards and frameworks.

5.3.2. Internal Audit Department has the right and authority to initiate an investigation regarding an employee who allegedly violate the Policy and to take defense from the employee.

5.4. Disciplinary Board

5.4.1. The disciplinary board, following an investigation by Internal Audit Department has right and authority to:

5.4.1.1. suspend or terminate the job contract of the employee who are found out to be in violation, and to exercise its rights in accordance with the Labor Law and applicable legislation.

5.4.1.2. stop receiving services from advisors, lawyers and financial experts who have violated this Policy and to terminate their hiring contracts.

5.4.1.3. stop, suspend and terminate business relations with business partners who have violated this Policy.

5.4. Employees

5.4.1. Company employees are responsible for ensuring compliance with this Policy, working in compliance with internal and external legislation and reporting to Sustainability Committee via the e-mail or address below in case of any behavior, attitude, transaction, action, decision, activity or practice in violation of the Policy.

E-mail: surdurulebilirlik@formsunger.com.tr

Address: 1. Organize Sanayi Bölgesi 8. Cad. No: 60 38070 KAYSERİ

SECTION 6. EFFECTIVENESS

6.1. This Policy is made effective with a Resolution of General Manager. This Policy will remain in full force and effect until a revised version is put into effect.



SECTION 7. REVIEW

7.1. This Policy is subject to regular review by Ethics Board annually on the basis of changes to the processes or technical infrastructure. Reviewed and updated policy will be signed off by General Manager.

SECTION 8. RELATED POLICIES AND PROCEDURES

Environmental Policy

Code of Conduct Policy

Human Rights Policy

Human Resources Policy

Anti-Bribery and Anti-Corruption Policy

Working Principles of Sustainability Committee