

**Organik Kimya
Code of Conduct**

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Scope

Organik Kimya Code of Conduct sets out the basic business notions and criteria that all the operations, corporate management, employees and suppliers of Organik Kimya must comply with.

Rule of law

As a global company, Organik Kimya is committed to respect and to do business in accordance with the local legal system of each country where it operates as well as the global conventions that are binding in such legal system during the conduct of its operations.

Honesty and responsibility

Organik Kimya conducts its relations with its partners in all business processes on the basis of integrity. Organik Kimya will not be misleading in its attitudes or statements regarding the products it has developed, the services it is rendering or the knowledge and experience it possesses.

Organik Kimya fully assumes the responsibility of its products and services and is accountable for the compliance of all of its business processes with the law and ethical rules.

Respect, justice and equal opportunity

Organik Kimya adopts the principles of respect, justice and equal opportunity.

All real persons and legal entities involved in the operations of Organik Kimya must conduct their business relations on the basis of mutual respect and be committed to universal fundamental rights and liberties, including in particular social gender equality.

Employees of Organik Kimya are free to take action to report anything inconsistent with this code, our values and law. All reports of misconduct will be inquired seriously and confidentially.

Organik Kimya will not tolerate any act of violence, restraint, duress, intimidation, mobbing, discrimination, harassment or any such behaviour.

Notion of personal responsibility

As professionals, Organik Kimya employees are corporate representatives of the company.

Written or verbal statements and behaviour of all employees are directly related with the Organik Kimya's corporate reputation.

Organik Kimya employees will always behave in accordance with the Organik Kimya Code of Conduct and the principle of social responsibility, which are themselves defined on the basis of global acknowledgements.

All employees acknowledge that their behaviour has an effect on the corporate reputation and business partners and act accordingly.

In their work, all employees are aware of the fact that the company's physical and goodwill assets are shared values and regard that they are protected.

Notion of competition

Organik Kimya and all of its employees adopt and support the principle of fair competition in all of their operations and in their relations with partners, especially regarding the core business of the company.

Organik Kimya employees will avoid all practices that tend to hinder the functioning of competitive market institutions and rules in their field of operation and in all business areas where they render or receive services and take measures as required.

Attitudes regarding labour

Organik Kimya never allows, within its own organisation or in its suppliers, the application or development of a practice that tend to expose employees to forced labour.

Organik Kimya does not allow child labour in its own organisation nor in its business partners or suppliers.

Organik Kimya abstains from all kinds of discrimination in recruitment, placement and employment processes. No discrimination will be allowed on the basis of gender, race, religion, language or physical or mental characteristics. No practices and behaviour, not even at the level of mere allusion, tending to feed discrimination will be tolerated.

Safety, health and environment

Organik Kimya is committed in its production and operations to the principles of human health and safety and environmental compliance and the protection of the environment.

No business decisions will be taken that compromise human and environmental health and safety. Starting from the work environment, all necessary measures will be taken to ensure that all employees and external partners live in a safe and healthy environment at corporate and individual levels.

Protection of information and confidentiality

All employees are under an obligation to protect all information relating to Organik Kimya unless written approval has been given for their disclosure to the public.

Personal data of employees and customers, information relating to production systems, special formulae used in production, information and inventions resulting from R&D activities and all price and market information and strategies are confidential. Such confidential information will not be shared, not even partially, whatever the purpose or medium.

If an employee, of whatever level, is asked to disclose a corporate secret, in whole or in part, during a corporate or individual representation, such request will not be acceded to without consulting the internal relevant authorities.

Notification of non-compliances

All employees are entitled to report practices that they believe do not comply with the Code of Conduct to the relevant authorities. In the event of notification of non-compliance with the Code of Conduct, the identity of the informant will be kept secret and all his rights protected and guaranteed.

Corporate citizenship

Organik Kimya itself as a legal entity and its employees as individuals are natural corporate citizens of the country where they operate. As a corporate citizen of the host country, Organik Kimya defines its corporate targets and policies with a view to supporting the economic, social and environmental development of the community and encourages efforts in this direction.

As part of its notion of social responsibility, Organik Kimya encourages its employees to take part as volunteers in internal or external social projects depending on their skills and competences.

Relations with business partners

Organik Kimya adopts the principles of equity, honesty and transparency in its relations with all partners that are directly or indirectly involved its business operations, including in particular its suppliers.

It is a basic rule to avoid types of relationship and practices that may privilege some suppliers against others or cause conflict of interest thus hindering the operation of competitive market institutions and rules.

All requests that can be construed as bribery, privileging, abuse of power, discrimination or conflict of interest will be rejected and reported. Such

practices in the company are subject to sanctions, including dismissal, without exception.

Organik Kimya employees will not accept gifts from business partners.

Relations with customers

Organik Kimya conducts its relations with those legal entities/real persons that use its products and services on the basis of the principles of justice, lawfulness, honesty and transparency. Organik Kimya and its employees avoid all practices that can be construed as discrimination among customers.

The principle is to protect and improve the health and safety of the customer as well as his environment and to inform him of any threats to his health or safety.

Relations with public institutions

Organik Kimya adopts the principle of conducting a constructive and facilitating relationship with the central government and local authorities in all host countries taking due consideration of the legal framework and the public sector ethical rules that determine the operational framework of public institutions.

All requests that can be construed as bribery, money laundering, privileging, abuse of power, discrimination or conflict of interest will be rejected and reported. Such practices in the company are subject to sanctions, including dismissal, without exception.

For more information and advice

For more information on Organik Kimya Code of Conduct and advice on the compliance of practices with rules and standards, please contact:

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