

ANNUAL EMPLOYEE STATEMENT

1 Acknowledgment of Requirements

At Nedspice we believe that *how* we do business is just as important as *what* we do.

To successfully build Nedspice's culture and protect our people, our company and our partners, we ask all employees to annually review, confirm, and report on matters that relate to the Nedspice Business Principles & Code of Conduct ("**Code of Conduct**"), relevant local Internal Labour Regulations ("**ILR**"), and other company policies.

By signing this statement, you voluntarily confirm that:

- you have received, read and understood the Code of Conduct (version 1.0), relevant company policies mentioned therein and the ILR;
- you will act in accordance with these standards in your daily responsibilities;
- you will reflect our values even beyond minimum legal or policy requirements;
- you will disclose any actual or potential situation that you are aware of which may represent a risk, conflict, or violation so that Nedspice can manage it responsibly;
- you will provide information that, to the best of your knowledge, is accurate, truthful and complete, and will take full responsibility for supplying false or incomplete information, accepting all penalties according to laws and company policies.

All information you provide in this statement may be used by Nedspice to strengthen internal practices and ensure compliance with the Code of Conduct, as well as applicable laws. If such information is not directly related to you, Nedspice will keep the identity of you as the provider confidential and will only disclose information relating to the provider with his/her consent or at the request of the competent state authority.

2 Personal Information

- Full Name: _____
- Employee ID: _____
- Position & Department: _____

3 Conflicts of Interest, Relationships & External Employment

Please select one of the options below and, if required, provide further details on the next page:

- ☐ I confirm that to the best of my knowledge I am *not* engaged in actual or potential conflict of interest — including personal, romantic, family, married into family, financial or business relationships with Nedspice colleagues, customers, suppliers, competitors, or other partners that have a connection to Nedspice — nor

am I involved in external employment, business or advisory roles without written acknowledgement by Nedspice.

- ☐ I disclose, in good faith, that in relation to the above described, the following actual or potential conflicts of interest exist (or may exist) in relation to Nedspice (whether or not directly connected to my role):

Examples: a family member employed by a supplier or competitor; significant gifts from a vendor; a second job that affects availability or independence.

Open disclosure of possible conflicts, including relationships within Nedspice, in good faith will not impact your employment status. It simply allows us to manage risks responsibly and uphold our principles.

Reference: Clause 4.2, Article 4 of Code of Conduct; Article 29, Article 13 of Labour Regulations.

4 Fraud, Corruption & Integrity

Please select one of the options below and, if required, provide further details:

- ☐ I confirm that I am *not* engaged in any fraud, corruption, bribery, embezzlement, falsification or destruction of records, theft, misuse of company assets, or use of my position, authority or influence at Nedspice to benefit myself or relatives, friends, or third parties.
- ☐ I disclose, in good faith, that in relation to the above described, the following actual or potential concerns exist (whether or not related to me) with respect to fraud, corruption, misuse of assets or positions:

Examples: diverting business opportunities for personal gain; accepting kick-backs; inappropriate use of company assets or disposal thereof, including waste or depreciated assets, for personal profit.

Reference: Article 4 of Code of Conduct; Article 28, Article 27 of Labour Regulations.

5 Workplace Conduct & Respect

Please select one of the options below and, if required, provide further details:

- ☐ I confirm that I am *not* engaged in any harassment, discrimination, bullying, abuse of power, retaliation, or other conduct that violates dignity and respect at work.
- ☐ I disclose, in good faith, that in relation to the above described, the following actual or potential concerns exist (whether or not related to me) regarding Nedspice's workplace conduct or respect:

Examples: unequal treatment of colleagues, inappropriate comments or behaviour, misuse of supervisory authority.

Reference: Article 3 of Code of Conduct; Article 14, Article 19 of Labour Regulations.

6 Acknowledgment & Confirmation

I confirm that:

- I have received, read, and understood the Code of Conduct (version 1.0), the relevant company policies referenced in it and the ILR;
- I will act in accordance with these standards in my daily responsibilities;
- I will uphold and reflect our values, even beyond minimum legal or policy requirements;
- I will disclose any actual or potential situation that I am aware of which may represent a risk, conflict, or violation, so that Nedspice can address and manage it responsibly;
- I have provided information that is, to the best of my knowledge, accurate, truthful, and complete, and I accept and understand the consequences of providing false or incomplete information.

Signature: _____

Name of Employee: _____

Date: _____