TM T-S'S BUSINESS PRACTICE STANDARDS FOR SUPPLIERS

These standards apply to individuals / organizations who provide direct and indirect materials and services, independent contractors ("***Contractors***") ("***Independent Contractors***"), consultants, contractors, distributors ("***Distributors***"), suppliers and other intermediaries ("***Consultants***"), herein referred to as "***Suppliers***."

TM T-S's partnership with suppliers requires us to clearly define requirements, exchange information, and share mutual benefits.

Generally, Suppliers to TM T-S have their own business standards. Although TM T-S cannot control the behavior of our Suppliers, we will not tolerate their illegal actions. TM T-S employees are accountable for doing business according to TM T-S's Global Business Practice Standards.

Suppliers ("***Suppliers***") must be evaluated and approved before any materials, components, products, or services are purchased from them. Evaluation and approval standards are outlined in TM T-S's "Principles of Subcontractor Verification."This document is available at www.tmtransport-spedycja.pl.

Access and Use of TM T-S's Electronic Media
Use of TM T-S-owned or managed electronic media must reflect and be consistent with TM T-S's Global Business Practice Standards.

Generally, Suppliers use their own laptops or computers to accomplish their work. In those circumstances where Suppliers are given access to TM T-S's electronic environment (Intranet, e-mail, voicemail or other), Suppliers will adhere to the below requirements:

Suppliers will not knowingly download, view or forward materials of a discriminatory, harassing, threatening, sexual, pornographic, racist, sexist, defamatory or otherwise offensive nature. It is expected that electronic media is primarily used for business purposes.

Suppliers will communicate protected information (personal or trade secret) in a way that recognizes the sensitivity of the information, the possibility of unauthorized access and compliance to local data protection laws. Suppliers will be responsible for keeping TM T-S-given password(s) secret.

Suppliers understand that documents, software, e-mails and other web pages could bring damaging computer viruses into TM T-S's network. Suppliers will not knowingly detach, decompress, run/launch or install any files or programs on TM T-S's systems or open attachments that have damaging computer viruses. Suppliers will also not download or disseminate any material from the Internet unless the copyright owner has provided consent.

Suppliers will adhere to the timing and methods for retention and elimination of TM T-S company data stored on electronic media.

Accuracy of Business Records
Record and report facts accurately, honestly and objectively. Records ("***Business Records***") must be accurate in all material respects. Do not hide, fail to record, or make false entries. All financial books and records must conform to generally accepted accounting principles.

Confidential Information, Including Proprietary Information and Trade Secrets
For purposes of this Schedule, "***Confidential Information***" includes facts, data and knowledge that have not been disclosed to the public.

Many different types of information have value because they are maintained in confidence. Such information includes unpatented technology as well as non-technical data such as financial, marketing, strategic, manufacturing, human resource, supplier, and material non-public information.

All Suppliers requiring access to TM T-S's confidential information are required to complete a confidentiality agreement and/or receive approval from TM T-S's legal counsel prior to accepting confidential information.

Confidential information is to be limited to information required to fulfill contracted performance requirements. Suppliers will keep confidential this information and any other information which they may acquire with respect to TM T-S's business (including, but not limited to, information developed by Suppliers and information relating to products, customers, suppliers, pricing, costs, know-how, strategies, programs, processes, and practices) unless and until TM T-S consents to disclosure, or unless such knowledge and information otherwise becomes generally available to the public through no fault of Supplier.

Conflicts of Interest
A conflict of interest ("***Conflict of Interest***") arises when personal interests or activities influence (or appear to influence) the ability to act in the best interests of TM T-S. Entering into an arrangement that conflicts with your responsibility to TM T-S must be avoided.

Some situations that could cause a conflict of interest include:

- Doing business with family ("***Family Members***") members.
- Having a financial interest in another company in our industry.

- Providing similar services for direct competitors of TM T-S, with access to confidential or competitive information.

A conflict of interest ("***Conflict of Interest***") may arise if Family Members work for TM T-S, another TM T-S supplier, TM T-S customer or TM T-S competitor.

It also may be a conflict if a Family Member has a "significant financial interest" ("***Significant Financial Interest***") in another TM T-S supplier, TM T-S customer or competitor of TM T-S.

Family Members include:

- Spouse
- Brothers or sisters
- Parents
- In-laws
- Children
- Life partner

Suppliers must disclose actual or potential conflicts of interest and discuss them with TM T-S's management. Any activity that is approved, despite the actual or apparent conflict, must be documented.

Employment Practices Guidelines TM T-S is guided by our commitment to treating all employees with dignity and respect and believes in the value of workplace diversity. TM T-S has the same commitment to its Suppliers and expects its Suppliers to honor that commitment.

Illegal Drugs or Alcohol ("*ALCOHOL*") Suppliers are expected to perform work on behalf of TM T-S free from the influence of illegal drugs ("*Illegal Drugs*") or alcohol ("*Alcohol*") and in condition to perform their duties. Suppliers cannot use, possess, or sell illegal drugs on TM T-S property.

Minimum Hiring Age/Child Labor "*Minimum Hiring Age*")
Suppliers will not produce or manufacture goods or services using forced or indentured child labor. Regular full-time employees are to be at least 18 years of age. Suppliers and Contractors must disclose the existence of part-time work, summer jobs, or apprenticeship programs for individuals under the age of 18 to TM T-S's management.

Fair Employment Opportunity
Suppliers are expected to comply with all applicable Employment laws and regulation including statutes prohibiting discrimination in the workplace.

Employment Practices Guidelines continued
Workplace Harassment
TM T-S does not permit intimidation or hostility and will not tolerate any behavior that might harass, disrupt or interfere with another person's ability to work. Suppliers are expected to behave appropriately when working with TM T-S. Suppliers will not exhibit unacceptable behavior when working with TM T-S or onsite at a TM T-S location. Unacceptable behavior includes verbal, non-verbal, and physical attacks.

Environment, Health & Safety
TM T-S is committed to protecting our employees, neighbors, and the environment.

Suppliers are expected to comply with all applicable laws and regulation regarding environment, health and safety. Suppliers working with TM T-S or onsite at a TM T-S location must work in a way that assures their own safety and the safety of others. Any emergencies must be reported promptly and appropriate responses made.

Gifts & Entertainment
Gifts and entertainment are not needed in order to conduct business with TM T-S and may give rise to a conflict of interest. Suppliers should be aware of and respect these guidelines.

In many cultures, gifts ("***Gifts***") and entertainment ("***Entertainment***") are an integral part of doing business. Giving or receiving Gifts or Entertainment must relate to TM T-S's legitimate business.
Generally exchanging modest Gifts, Entertainment, or other business courtesies is permissible if:

- The reason for the Gift or Entertainment is appropriate.
- The Gift or Entertainment helps improve business or community relationships.

TM T-S employees who are given or offered a Gift, Entertainment, or preferred treatment they believe is inappropriate must refuse if possible and report the event promptly to their supervisor or business unit controller.

The following situations are always inappropriate and are expressly prohibited:

- Giving a Gift, Entertainment, or preferred treatment with the intention of trying to influence the decision-making objectivity of a TM T-S employee.
- Offering a Gift, Entertainment, or preferred treatment intended to influence a purchasing decision ("***Decision-making Guidelines, Resources***").
- Offering any Gift, Entertainment, or preferred treatment while involved in a current purchasing or contracting decision process. (RFI, RFQ, RFP)
- Any gift of currency.

- Offering entertainment where the Supplier will not be present/represented (e.g., sports/event tickets).
- Offering an opportunity to purchase products, services, or a financial interest under terms not available to all TM T-S employees.

Prohibition of Bribes ("*Bribes*") ("*Corrupt Practices*"), Kickbacks, Unlawful Payments ("*Payments*") ("*Unlawful Payments*"), and Other Corrupt Practices

While TM T-S observes local business customs and market practices, we do not participate in any corrupt practices. TM T-S expects its suppliers to act in a similar manner.

TM T-S employees must not use an agent or representative to do anything TM T-Sr policies prohibit. All employees and any agents ("***Agents***) or other individuals representing TM T-S must follow the laws of the country in which they operate, applicable Polish laws, these standards, and keep accurate business records ("***Business Records***") worldwide to ensure the records reflect actual transactions and payments ("***Payments***").

All Agents or other individuals representing TM T-S must not offer, make, or authorize payment of money or anything of value, directly or indirectly, to:

- Illegally influence the judgment or conduct or ensure a desired outcome or action of any individual, customer, company or company representative.
- Win or retain business or to influence any act or decision of any governmental official, political party, candidate for political office or official of a public international organization.
- Gain an improper advantage.

Fair Competition and Antitrust

TM T-S is firmly committed to the ideas of free and competitive enterprise.

Suppliers, Agents or other individuals representing TM T-S are expected to comply with all applicable laws and regulation regarding fair competition and antitrust.

Resources

Integrity defines the structure of everything we do at TM T-S.

If you need additional information or guidance on these standards, or wish to report a potential violation you may contact TM T-S's Business Owner.

Telephone inquiries should be directed to the TM T-S` Owner at +48 501135500.