

aquaclean ^o 	CORPORATE RESPONSIBILITY	DATE: 01/11/2023 Page 1
---	--------------------------	-------------------------------

CODE OF CONDUCT AND BUSINESS ETHICS

The ethical principles of the organisation, good corporate governance and the professional ethics of its employees are the pillars on which the activity of INTERFABRICS, S.L. is based.

This code aims to promote an organisational culture focused on values and commitments, geared towards management improvement, transparency, participation and the achievement of results. It is also aligned with respect for human rights and the United Nations 2030 Agenda for Sustainable Development.

INTERFABRICS' values of business conduct include the following principles:

- Compliance with the law
- Protection of information
- Integrity and transparency of information
- Respect for people and human rights
- Environmental protection

	<p>CORPORATE RESPONSIBILITY</p>	<p>DATE: 01/11/2023 Page 2</p>
---	---------------------------------	--

EMPLOYEE CODE OF ETHICS AND CONDUCT

All employees must follow these ethical values:

A. Equal opportunities and non-discrimination

It is a basic principle of action at INTERFABRICS to provide equal opportunities when it comes to employment and career development, ensuring at all times the absence of discrimination on grounds of sex or sexual orientation, race, religion, origin, marital status or social status.

Consequently, employees involved in recruitment, selection and/or professional development processes must be objective in their actions and decisions, keeping an open mind towards diversity and with the aim of identifying those people most suited to the profile and needs of the position to be filled, promoting equal opportunities at all times.

This basic principle is reflected in the commitments outlined in INTERFABRICS' EQUALITY PLAN.

B. Respect for people

Harassment, abuse, intimidation, lack of respect and consideration or any kind of physical or verbal aggression are unacceptable and will not be permitted or tolerated in the workplace, and those in charge of staff should ensure, by any means at their disposal, that such situations do not occur.

All employees, and especially those in management roles, must promote relationships based on respect for the dignity of others, participation, fairness and reciprocal collaboration, in order to achieve a respectful working environment at all times and at all professional levels.

All employees must receive equal and non-discriminatory treatment irrespective of their gender, race, religion, age, sexual orientation, origin, marital status, social status, pregnancy status, degree of disability and other legally protected circumstances.

aquaclean ^o 	CORPORATE RESPONSIBILITY	DATE: 01/11/2023 Page 3
---	--------------------------	-------------------------------

C. Occupational Health and Safety Protection

INTERFABRICS considers the occupational health and safety of its employees to be fundamental in order to achieve a comfortable and safe working environment, with the constant improvement of working conditions being a priority.

Therefore, employees must respect the applicable preventive measures on health and safety at work at all times, using the resources established by the organisation and ensuring that the members of their teams carry out their activities in safe conditions.

D. Environmental protection and social and environmental responsibility policies

Employees, within the scope of their responsibilities, must commit themselves actively and responsibly to environmental conservation, respecting legal requirements, following the recommendations and procedures established by the company to reduce the environmental impact of its activities and contributing to improving the sustainability objectives outlined in our corporate social responsibility protocols.

E. Compliance with regulations (general and internal) and ethical behaviour

1. Employees must comply both with general provisions (laws, regulations, notices from regulatory, supervisory and self-regulatory bodies) and with the Group's internal regulations applicable to its activity.
2. Any employee who is charged or accused in criminal legal proceedings must inform Human Resources as soon as possible. Likewise, employees must inform the Compliance and Human Resources departments of the existence of administrative proceedings affecting them, whether as alleged perpetrators, witnesses or in any other capacity, which are processed by the authorities or bodies supervising the company's activity, even if the participation in such proceedings does not derive from their professional activities.

<p>aquaclean^o</p> 	<p>CORPORATE RESPONSIBILITY</p>	<p>DATE: 01/11/2023 Page 4</p>
--	---------------------------------	--

3. In addition, employees must conduct themselves professionally in a correct, impartial and honest manner and in accordance with the company's corporate social responsibility principles. They must refrain from engaging in illegal or immoral activities or from attracting business to the company by engaging in such activities.

4. All employees must refrain from promoting, facilitating, participating in or concealing any kind of money laundering operation and must, whenever necessary, report any money laundering operation they become aware of.

5. All employees are required to know the applicable legislation and ensure that they duly apply it and comply with it and, whenever necessary, to report to those responsible for the processing of personal data any possible irregularities that may be observed.

F. Non-competition

1. Employees must prioritise their duties within the Company and may not offer professional services to other entities or competing companies, whether paid or unpaid, and whatever the relationship they may have with them, unless expressly authorised by Human Resources following a favourable report from the Compliance Department.

2. Employees carrying out another professional activity must inform the Human Resources Department of this as soon as it happens.

G. Responsibility and commitment to the Company

Employees must use their technical and professional skills and appropriate care and good judgement when carrying out their duties within the company. In particular, and without prejudice to this general regulation:

1. They must be responsible for completing the necessary training so that they can carry out their duties to the best of their ability.

2. They shall be subject to the external and internal regulations applicable according to the type of operation in question and, where appropriate, to the regulations and rates established by the company in determining the prices and conditions of the operations they are involved in.

3. They must respect internally established procedures, in particular with regard to the exercise of powers and the application of risk limits.

	<p align="center">CORPORATE RESPONSIBILITY</p>	<p>DATE: 01/11/2023 Page 5</p>
---	---	--

4. They must account for contracted operations accurately and meticulously and must keep the files and records required in their activity with the same criteria.
5. They must follow the regulations relating to health and safety at work, with the aim of preventing and minimising occupational hazards.
6. No employee shall use the information they become aware of as a result of their dealings with the company to obtain a financial or personal advantage, nor shall they provide it to third parties so that they can obtain the same type of advantage.

Employees must always act in the best interests of the company, making proper use of the means placed at their disposal and avoiding actions that could be detrimental to the company. They must refrain from using business opportunities that are in the interest of the Company for their own benefit, as well as any resources made available that are necessary to carry out their duties.

H. Anti-bribery policy

INTERFABRICS does not allow for the direct or indirect offer, payment, solicitation or acceptance of improper payments (e.g. bribes or illegal gratuities) in any form whatsoever, and prohibits any practice of corruption, bribery or facilitation payments in any form whatsoever.

The Anti-Bribery Policy applies to all directors and employees of the company, including temporary and contract staff. Employees must not engage in any way in the payment of bribes, whether in the public or private sector, and must understand and comply with applicable anti-corruption legislation.

Bribery can be described as the giving or receiving, by a person, of anything of value (usually money, gifts, loans, rewards, favours, commissions or entertainment), as an incentive or improper reward for obtaining business or any other benefit.

All employees must refuse and must not give any gift whose financial value exceeds what may be considered reasonable and fair in the circumstances of the matter in question.

aquaclean ^o 	CORPORATE RESPONSIBILITY	DATE: 01/11/2023 Page 6
---	--------------------------	-------------------------------

I. Relationships with suppliers

1. Employees, and especially those involved in decisions on the procurement of supplies or services or the establishment of their economic conditions, must avoid any kind of interference that could affect their impartiality or objectivity in this regard.
2. Exclusive relationships should be avoided wherever possible.
3. The procurement of external supplies and services shall be carried out in accordance with the procedures established for this purpose in the Supplier Quality Manual.

J. Relationships with customers

1. No employee may personally accept, without prior written authorisation from the Human Resources Department, fiduciary commitments, mandates or powers of attorney from customers for carrying out their operations with the company, except for those resulting from family relationships or powers of attorney from legal entities in which the employee has a significant shareholding or holds a management position.
2. Care should be taken to avoid exclusive relationships with customers that could lead to excessive personal involvement or restrict access to other company employees or channels.
3. Under no circumstances shall the execution of an operation by a customer be encouraged to benefit another, unless both are aware of their different positions and expressly agree to carry out the operation.
4. They shall inform customers of any financial or other relationships that may involve a conflict of interest with them.
5. Employees are not authorised to modify data provided by customers unilaterally, and it is the customers themselves who must modify them, following the established procedure, except in the case of a clear error.

aquaclean ^o 	CORPORATE RESPONSIBILITY	DATE: 01/11/2023 Page 7
---	--------------------------	-------------------------------

K. Information control and confidentiality

General duty of secrecy

1. In general, employees must maintain professional secrecy with regard to any non-public data or information they become aware of as a result of their professional activity, whether it comes from or refers to customers, the company, other employees or managers or any other third party. Consequently, and without prejudice to the aforementioned general regulation:

a) They shall use such data or information exclusively to carry out their professional activity at the company, and they may only provide it to other professionals who need to know it for the same purpose, and they shall refrain from using it for their own benefit.

b) Data and information relating to accounts, financial positions, financial statements, business and, in general, customer activity shall be treated confidentially and shall only be transferred to third parties outside the company with the express authorisation of the company and in accordance with legally regulated procedures.

c) Information relating to other employees, directors and board members, including, where appropriate, remuneration, assessments and medical reviews, shall be protected to the same standards as customer information.

2. This obligation of secrecy continues even after the termination of the relationship with the company.

3. The aforementioned paragraphs are without prejudice to the fulfilment of requirements formulated by the competent authorities in accordance with the applicable regulations. In case of doubt, the Compliance Officer should be consulted.

As an additional clause in all employment contracts, express mention is made about non-competition terms and conditions.

L. Protection of personal data

Employees shall respect the personal and family privacy of everyone, be it employees, customers and anyone else whose data they have access to as a

aquaclean ^o 	CORPORATE RESPONSIBILITY	DATE: 01/11/2023 Page 8
---	--------------------------	-------------------------------

result of the company's own activity, which must include personal, medical, financial or any other type of data that may in any way affect the private and personal sphere of its owner.

All personal data shall be processed in a particularly restrictive manner, so that:

1. Only those that are necessary will be collected.
2. The collection, computer processing and use are carried out in a way that guarantees their security, truthfulness and accuracy, the right to privacy of individuals and compliance with the company's obligations resulting from the applicable regulations.
3. Only employees authorised to do so by virtue of their duties shall have access to such data to the extent necessary.

The additional clauses of any employment contract shall include obligations regarding the Protection of Personal Data.

M. Computer systems and information technology

1. Employees shall provide special protection to computer systems, maximising their security measures.
2. They must respect the specific regulations governing the use of e-mail, Internet access or other similar means made available to them, and under no circumstances may they be used inappropriately.
3. The creation, membership, participation or collaboration by employees on social networks, forums or blogs on the Internet and the opinions or statements made therein shall be done so in such a way as to make it clear that their thoughts are their own. In any case, employees shall refrain from using the company's image, name or trademarks to open accounts or register on these forums and networks.

N. Intellectual and industrial property rights of the company

1. Employees shall respect the intellectual property and the right of use belonging to the company in relation to courses, projects, programmes and computer systems; equipment, manuals and videos; knowledge, processes,

aquaclean ^o 	CORPORATE RESPONSIBILITY	DATE: 01/11/2023 Page 9
---	--------------------------	-------------------------------

technology, know-how and, in general, other works developed or created at the company, whether as a result of its professional activity or that of third parties. Therefore, they shall be used for professional activity purposes and all the material on which they are stored shall be returned when required.

2. They shall not use the company's image, name or trademarks except for when they are using them for the professional activity of the company.

O. Third-party rights

Employees shall also respect the intellectual and industrial property rights held by third parties outside the company. In particular, employees must not upload, use or employ within the company any physical or electronic information or documentation belonging to another company that has been obtained as a result of a previous position or without proper consent.

aquaclean ^o 	CORPORATE RESPONSIBILITY	DATE: 01/11/2023 Page 10
---	--------------------------	--------------------------------

Human Resources Department

The Human Resources Department is responsible for making the General Code available to employees, organising training to ensure they understand it properly, interpreting and generally dealing with any queries that employees may have, as well as the rest of the roles and duties that come with the position.

CONSEQUENCES OF NON-COMPLIANCE

Failure to comply with the General Code may result in labour sanctions, without prejudice to any administrative or criminal sanctions that may also come from it.

aquaclean ^o 	CORPORATE RESPONSIBILITY	DATE: 01/11/2023 Page 11
---	--------------------------	--------------------------------

ANNEX I

INTERFABRICS WHISTLEBLOWER CHANNEL PROTOCOL WHISTLEBLOWER POLICY

Open Door Policy

All employees, commercial agents, managers, business partners, collaborators and customers working in conjunction with INTERFABRICS, S.L. who have knowledge of an allegedly illegal or criminal act, or irregular behaviour of non-compliance with this General Code.

To this end, a link has been set up on the website www.aquaclean.com called the [whistleblower channel](#), which allows for the submission of anonymous or non-anonymous complaints and generates a code through which the whistleblower can track the status of the complaint.

Reportable facts

This whistleblower channel is designed for the reporting of irregularities or non-compliance, so it should not be used for general grievances, and only for the purposes for which it was designed. For this reason, complaints will only be accepted if they refer to conduct, breaches or irregularities contrary to the principles and values of the Code of Ethics and Conduct or which may constitute an unlawful act or be contrary to the applicable regulations.

Filing false complaints or allegations in bad faith

The filing of false complaints, with reckless disregard for the truth, bad faith or abuse of rights or done so maliciously is a breach of the good faith that should govern working relationships within the company and may result in disciplinary measures in accordance with the Collective Bargaining Agreement in force. Whistleblowers who have filed a false complaint shall not be exempt from any liability just because they made the complaint.

If, after the appropriate investigation, it can be concluded that the facts reported are clearly false and that the complaint has been lodged maliciously and in bad faith, it shall be archived, documenting the reasons that have led to the file being closed, thus ending the investigation process; this shall also be transferred to the Human Resources Department so that, in

	<p align="center">CORPORATE RESPONSIBILITY</p>	<p>DATE: 01/11/2023 Page 12</p>
---	---	---

coordination with the company's management body, disciplinary action may be taken in accordance with the Collective Bargaining Agreement in force.

5.- RIGHTS OF THE PARTIES

5.1.- Rights of the whistleblower

The company shall guarantee the following rights to the whistleblower:

a) Right to protection during the course of the investigation

INTERFABRICS, S.L. will provide due protection to everyone involved in filing a complaint in accordance with the guidelines of this Procedure.

In the event that the whistleblower makes the content of the complaint public, they will only benefit from the protection measures if they first reported it through the whistleblower channel and within the established deadlines and measures.

They will also be protected if they make the content of the complaint public either because there is a clear risk to the public interest, such as an emergency situation or risk of irreversible damage, or because in the case of an external complaint there is a risk of retaliation or a small chance of effective handling of the complaint due to the specific circumstances of the case, such as concealment or destruction of evidence or the authority colluding with or being implicated in the offence.

b) Prohibition from retaliation

Under no circumstances will retaliation be taken against the whistleblower, even if the outcome of the ensuing investigation confirms that there has been no breach of the Code of Ethics or applicable law, provided that the whistleblower has not acted in bad faith. This means that anyone who retaliates in any way must be punished. Annex I lists everything that is considered to be retaliation.

c) Right to receive information

The whistleblower will be informed in writing, once the complaint has been investigated, if it is considered appropriate for analysis.

Furthermore, once the investigation has been completed, the whistleblower shall be informed of the follow-up measures that will take place, e.g. referral to a competent authority, as well as of the outcome of the investigation, and the reason for the disciplinary measures or actions taken against the respondent should be explained.

	<p align="center">CORPORATE RESPONSIBILITY</p>	<p>DATE: 01/11/2023 Page 13</p>
---	---	---

d) Right to choose

The whistleblower may choose the channel for the complaint that they consider most appropriate and may resort to external channels (competent authorities), without them being obliged to use a specific channel, especially bearing in mind that the person being reported may be the whistleblower's manager, and that the latter may have access to the complaint.

e) Right to limited information

The whistleblower, when filing the complaint, must not be asked for information that is not strictly necessary to process the complaint and, subsequently, information that is not strictly necessary for the investigation may not be requested or retained.

The information provided by the whistleblower must not be used for purposes other than the investigation. If a complaint contains industrial or commercial secret information or other information that could affect the commercial, economic, strategic or security interests of the company or third parties involved, such information must be used for what is strictly necessary in the process of investigating the complaint and may not be disclosed or shared for purposes other than the complaint itself.

If the data are passed on to a third party to investigate the complaint, e.g. a law firm or an external auditor, both the whistleblower and the respondent must be informed in advance. Such consent is not required where the transfer of data is authorised by law.

The personal data processed as a result of submitting a complaint through the Company's Whistleblower Channel will be processed in accordance with the General Personal Data Protection Regulation, Regulation (EU) 2016/679, and Organic Law 3/2018, of 5 December, on Data Protection and guarantee of digital rights and other related regulations in force.

Any data that is excessive or irrelevant to the investigation of a complaint or has been collected accidentally will be deleted immediately.

f) Right to anonymity

The whistleblower who submits a complaint through the Whistleblower Channel may maintain anonymity with regard to their identity, which is guaranteed during the process, and it is optional for the whistleblower to include data that reveals their identification through the complaint form provided.

g) Right to confidentiality

The identity of the whistleblower shall be kept confidential and must not be disclosed without their express consent to any person other than personnel competent to receive and handle complaints, with the exceptions established by EU law or Spanish regulations in the

aquaclean ^o 	CORPORATE RESPONSIBILITY	DATE: 01/11/2023 Page 14
---	--------------------------	--------------------------------

context of investigations carried out by the authorities or in the course of judicial proceedings.

h) The right to receive a response within a reasonable period of time

The whistleblower shall receive receipt of their complaint within a maximum of seven days of the company receiving it, unless the whistleblower expressly requests otherwise, or the investigating body considers that such acknowledgement may compromise the protection of the identity of the whistleblower.

The time period, in relation to data processing and the investigation, must not exceed three months in accordance with the regulations in force.

i) Right to data deletion

Three months after the data have been entered, they must be deleted from the complaints system, unless the purpose is to keep them as evidence to show that the whistleblower channel model is working or if legal proceedings or investigations by the competent authorities are derived from them.

5.2 RIGHTS OF THE RESPONDENT

INTERFABRICS, S.L. will guarantee the following rights to the respondent:

a) Right to protection during the course of the investigation

INTERFABRICS, S.L. will provide the respondent with the full guarantee of their rights like any other employee, with punitive or legal measures not being applicable until the veracity of the facts reported have been verified, the respective evidence is collected, and it has been concluded that there has been a criminal act committed contrary to the principles and values of the company.

b) Right to receive information

The respondent must be informed of the investigation process that is being carried out so that, if faced with the accusation of such conduct, they can exercise their right to defend themselves and do everything necessary to prove their innocence.

On the other hand, in cases where information from the investigation process poses a significant risk to the ability to investigate effectively, communication to the respondent may be delayed for as long as such a risk exists. The aim is to prevent the destruction or alteration of evidence by the respondent.

<p>aquaclean^o</p> 	<p>CORPORATE RESPONSIBILITY</p>	<p>DATE: 01/11/2023 Page 15</p>
--	---------------------------------	---

c) Right to confidentiality

Throughout the investigation of the complaint, the respondent shall be guaranteed the right to confidentiality of their personal data, in order to avoid any dissemination of information that could affect their reputation.

The information provided to the respondent must be on terms that protect their confidentiality, and their identity may not be disclosed without their express consent to any person other than personnel competent to receive and handle complaints, with the exceptions provided for by EU or Spanish law in the context of investigations carried out by the authorities or in the course of judicial proceedings.

d) The right to a transparent investigation

The respondent shall have the right to an investigation based on an objective analysis of the evidence gathered, ensuring an effective and transparent investigation.

e) Procedural rights

The company guarantees the adversarial principle, the prior hearing, the right of defence, the presumption of innocence and, in general, all rights recognised by legislation and jurisprudence in the field of administrative sanctioning law, the principles of which shall be applied through analogy.

The right to the presumption of innocence is also guaranteed.

6.- PROCEDURAL GUARANTEES

The complaints handling process is based on the following principles or guarantees:

- **Contradiction:** It is guaranteed that the person or group that is the subject of the complaint will be listened to, will be able to make allegations and provide the evidence that they deem appropriate in their defence.
- **Respect and Dignity:** Those using the ethical channel will be treated with the utmost respect and dignity, and the fundamental rights of those involved in potential breaches will be guaranteed at all times.
- **Thoroughness:** Information received on potential non-compliance or irregularities will be investigated in detail to determine the veracity of the complaint.
- **Motivation:** Any decision shall be justified, substantiated and proportionate to the circumstances and context of the facts provided.

aqua clean ^o 	CORPORATE RESPONSIBILITY	DATE: 01/11/2023 Page 16
---	--------------------------	--------------------------------

7.- DATA PROTECTION

The company complies with Organic Law 3/2018 on Data Protection and Guarantee of Digital Rights and with the General Data Protection Regulation. Thus, the retention periods and the requirements for informing data subjects have been established in accordance with Article 24 of the LOPDGDD. The personal data provided on the occasion of communications and obtained as a result of the corresponding internal investigation will be processed solely for the management of these communications. The holders of the Personal Data may exercise their rights of access, rectification, cancellation and opposition in accordance with the provisions of the regulations in force on personal data protection by sending an e-mail to rgpd@aquaclean.com. Furthermore, the act of exercising such rights by the person under investigation does not mean that the identification details of the Whistleblower will be communicated to them. In any case, three months after the data have been entered in the Whistleblower Channel, they must be deleted from the communications system, unless the purpose of storing them is to show that the model works for the prevention of offences by the legal person. Once the period mentioned in the previous paragraph has elapsed, the data may continue to be processed by the corresponding body for the investigation of the facts reported, and internal communications must not be kept in the information system itself. Personal data which are not relevant for the processing of a specific case will be deleted immediately.

	<p align="center">CORPORATE RESPONSIBILITY</p>	<p>DATE: 01/11/2023 Page 17</p>
---	---	---

8.- REVIEW

This procedure shall be updated and reviewed periodically in accordance with organisational changes, legal developments and evaluations of the use of the Whistleblower Channel.

9.- CONFLICT OF INTEREST

The filing of a complaint that directly affects people who may be actively involved in the management and investigation of the complaint will result in them being excluded from the investigation and analysis process until it has been resolved, in order to avoid any kind of conflict of interest and incompatibility, and thus guarantee the objectivity and independence of the actions carried out during the procedure.

For this purpose, the management body of the company shall appoint a deputy whistleblower channel manager to take over in such an event.

Excluded members shall be obliged to maintain the utmost confidentiality of the complaint, being prohibited from direct or indirect access to any information about the identity of the whistleblower and the ongoing investigation process.

10.- PROCEDURE

1.- The procedure shall be initiated by means of a complaint filed through the whistleblower channel set up on the company's website or by post, under the terms indicated in section 1 of this protocol. The complaint may be accompanied by evidence in any format (document, audio, video), for which purpose the whistleblower channel offers a simple system for uploading documents or annexes to the complaint.

In the event that the complaint is submitted through the enabled channel, the system will generate a code for the whistleblower, which will allow them to access the status of the procedure, the acknowledgement of receipt regulated in the following section (9.2) and other notifications to be sent to the whistleblower.

If the complaint is not anonymous, it must contain the following information:

- Whistleblower's Name and Spanish ID (or similar document).
- Contact details: telephone and e-mail address for communication purposes.
- Content of the complaint: the facts that took place, the company and the area affected, the date or time it happened and the possible parties responsible must be described in a clear and precise manner.

	<p align="center">CORPORATE RESPONSIBILITY</p>	<p>DATE: 01/11/2023 Page 18</p>
---	---	---

2.- From receipt of the complaint, the person in charge of the whistleblower channel (hereinafter the person in charge) shall have a period of seven days to acknowledge receipt of the complaint, notifying the whistleblower and recording it in the complaint box referred to in the previous section (9.1). In the case of an anonymous complaint, the acknowledgement of receipt shall be placed with the latter.

3.- Once the seven-day period referred to in the previous section (9.2) has elapsed, the file must be concluded within a period of three months. Exceptionally and only in cases of particular complexity, the time limit may be extended for a further three months by means of a reasoned decision of the person responsible, which shall be notified to the parties.

4.- Once the complaint has been received and the whistleblower has received confirmation of receipt, the person in charge shall, within 7 days, adopt one of the following resolutions, which shall be notified to the whistleblower and placed in the complaint box indicated in section 9.1:

a. Admission to proceedings on the grounds that the facts are subject to investigation in accordance with the provisions of paragraph 3 of this protocol.

b. Additional clarification or information shall be requested from the whistleblower if the wording could cause the respondent to be defenceless, due to its abstraction, lack of precision or other circumstances that could affect the right of defence.

c. Inadmissibility in the following cases:

Where there is insufficient information on the facts under investigation or where there are clear inconsistencies or inaccuracies.

Complaints that appear to be clearly unfounded or implausible.

When the complaint does not constitute any legal infringement.

5.- Once the complaint has been admitted for processing, it will be transferred to the respondent, preserving the identity of the whistleblower, and a period of ten days will be granted in which to formulate a statement of charges, with the possibility of proposing the means of evidence considered appropriate for their defence. In the same document, the respondent shall be informed that they may make use of the services of a lawyer or adviser to assist and/or represent them during the proceedings.

6.- Once the statement of defence and, where appropriate, the submission of evidence has been received, or once the period granted to the respondent has elapsed without the statement of defence having been submitted, the person in charge will decide, in the first place, on the opening of the case for evidence, in accordance with the following regulations:

a.- All those proposed by the parties, which the person in charge considers relevant and useful, will be accepted. In addition, the person in charge may agree to, ex officio, accept any evidence necessary to clarify the facts under investigation. The rejection of evidence on the grounds that it is irrelevant (unrelated to the facts under investigation) or useless (irrelevant) must be justified and the parties must be notified.

	<p align="center">CORPORATE RESPONSIBILITY</p>	<p>DATE: 01/11/2023 Page 19</p>
---	---	---

b.- The person responsible shall upload the documentary evidence collected to the file or any other proof of reproduction of the image and/or sound.

c.- In the case of witness evidence, they shall designate a date and time to take evidence, notifying the interested parties. The examination of witnesses shall be initiated by the party who has offered the evidence and shall be followed by an opportunity for cross-examination by the opposing party. The person in charge shall decide on the spot the relevance and/or usefulness of each of the questions posed, rejecting those that do not meet these parameters. The result of the witness examination shall be recorded in minutes in which the questions and answers shall be reproduced. The person in charge of the channel may ask questions after the parties have had their turn if clarification is required on any point.

(d) the evidentiary period must not exceed 20 days.

7.- Once the evidentiary period is over and the evidence has been analysed, the person in charge shall draw up a final report within 15 days, which shall contain the following sections.

I.- Description of the object of the investigation.

II.- Facts considered proven.

III.- If applicable, the regulations considered to have been breached.

IV.- Referral to the Public Prosecutor's Office if the facts could be considered a crime.

V.- In other cases, a resolution proposal addressed to the administrative body, proposing that the complaint be shelved if it is found that the breach of regulations has not occurred or the appropriate corrective or sanctioning measures if the breach of regulations is confirmed.

This decision shall be notified to the parties.

8.- The proposed decision will be addressed to the administrative body of the company and the respondent will be notified, who will be granted a period of seven days to draw up a brief written final conclusion.

9.- At the end of the aforementioned period, the administrative body will issue a final decision that may confirm the proposed decision of the person in charge of the channel or rectify it, without them being able to apply a more serious consequence under any circumstances.

10. - The person in charge of the channel, during the processing of the procedure, may make use of the advice of experts in the matter in question, who must comply with all the principles, rights and obligations present in this procedure.

INTERFABRICS, S.L.
POR PODER



Signed. Rafael Pascual Bernabeu