



ETHICAL CODE
2011-2020



world fashion in your hands

The Fashion Politique Ethical Code presents the culture of the company, describes the rules of behavior for the company & employees. Our motto is: *"Love always in fashion"*, which has a positive double meaning. It's all about details and every detail is made with passion in our company.



ETHICAL CODE

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the FP way

LOVE

Nothing beautiful can be created without love



DETAILS

Obsession for details

Long-term vision of every project we do

Good business sense

Very structured organization of the company

Individual approach to each client



PASSION

Product & Service value

Positive emotions and creativity

Introducing something different to the world

A cosmopolitan culture



PEOPLE

We encourage personal development and growth

Every person handles the position that is most suitable for him/her

A commitment to ethical business practices

Entrepreneurship and personal initiative, with people making the difference

WORDS OF THE FOUNDER



Anna la Germaine
Founder Fashion Politique Ltd.

A stylized, handwritten signature in black ink, appearing to read 'A. la Germaine'.

As a company we expect all our employees, affiliates and participants to follow the Ethical Code which establishes certain practices and behaviour policies.

Ethical Code was elaborated not to be a formal policy only but to reflect and embody our values down to the smallest details. Thus, it governs every aspect of our work - from some general issues to more specific ones.

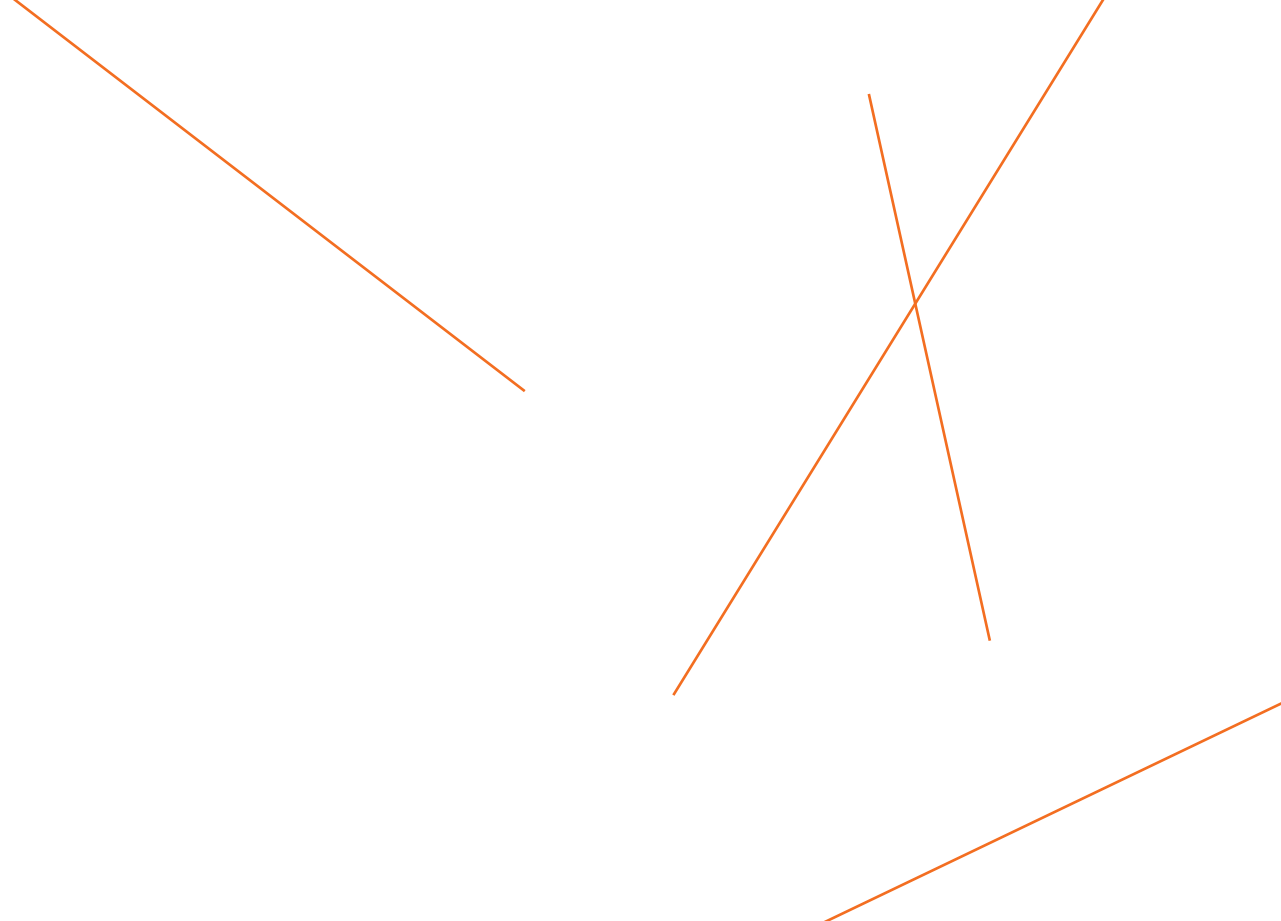
Fashion Politique Ltd. is a company unique in its way. Our fresh projects and exceptional culture makes our company at-

tractive for collaboration. Therefore it is crucial for our employees to keep their conduct at the level which corresponds to the nature of the company. The Ethical Code - displaying the culture of FP Ltd. - predefines the priorities and principles which shall be complied with while facing any situation within the company's business practise.

We possess specific culture and are guided by the values which we have created for ourselves during the last nine years we are on the market. Those

values are expressed in the way we go about our business.

Our company develops and we want our employees be an important part of a sole body. In order to support prestige of the company and make it functioning properly, we need to go through some formalities, because each of us is different and it might be that sometimes we have different opinions when making decisions on different issues. But the decisions inside the company should be taken in accordance with its culture and values, therefore we



have developed a chain of rules to be taken into consideration while working in our company.

Our goal is to keep classy style and to make collaboration with our company for our partners and clients pleasant.

From our side we also act in accordance with the statements of this Code, if you think that some of our actions and decisions contradict the Code, please, feel free to let us know.

If you read this Code and you found some statements you disagree with, please, let us know.



WHAT IS THE PURPOSE:

Our motto is: “Love – always in fashion. It’s all about details and every detail is made with passion”

This Ethical Code shows how our company and our employees should behave in order to reach our goals.

The company consist of many levels – all playing their role, having their particular commitments, ensuring the integrity of Fashion Politique. At the company level FP Ltd. has commitments in the domains of its existence and presence: we bear

responsibility before our clients, employees, partners and those being within the sphere of the company’s influence.

At the level of Fashion Politique employee, each one of us has a commitment to the company. However, this commitment goes beyond the workplace, and, on many occasions, is not limited to the bare regulations of law.

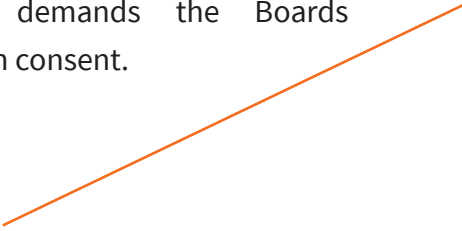
The crucial thing is the understanding of our unity – working at Fashion Politique means to be a member of a specific group, to participate in the event which ch-

anges our everyday life. It is important we are exemplary representatives of our company both at work and in the outside world. And Ethical Code shows how our company and our employees should behave in order to reach our goals and how to operate as members of the same unity.

We must follow the letter and the spirit of the Code, and provide an example to our associates and clients of the values upon which its contents have been built.

The text of Ethical Code has

been approved by the Fashion Politique Board and any amendment demands the Boards written consent.





WHAT ARE OUR VALUES?

We believe in a life full of inspiration, and continuous improvement. We put people in the first place and putting those beliefs with our staff. We value people more than any system because honesty and integrity are important to us. Our beliefs are reflected in the personal and participatory development. We are the company which operates in many countries.

We have various rules, indeed international culture in which every challenge becomes a new

opportunity. Everyone gets new perspectives, opportunities for professional realization and recognition at local and international levels. Your professional contribution to the common cause of improving the lives always recognized and rewarded.

The global leadership of the company - a victory and success of its employees. You are an integral part of our global team, so you have the opportunity to learn from the knowledge and experience of recognized professionals.

Cooperation commands, regions and continents - it's our way of life.

Our project combines passion for creativity, importance of the human resources, efficiency, business sense and vision. These are the values which constitute the Fashion Politique Ltd. essence. And they guide us through our profitable and sustainable business project.

The Code contains the values we deem necessary and integral for our company. And if we want our company to show the image

which corresponds to its identity and to perform at the desired level, it is important that every employee understands what these values stand for the company and for them personally, in such a way assisting them to identify with the Fashion Politique spirit.



INTEGRITY

Following the Code and the company's set of values will ensure appropriate behavior patterns.

- ✓ Law, Ethical Code, internal and commonly accepted rules, policies and practices shall be governing your activity within the company.
- ✓ Remain professional and non-bias while in contact with both company employees and people outside the company.



RESPECT

Considering the impact of our actions on others, we treat them with dignity, equality and respect.

- ✓ Upon entering the position in the company every employee assumes the above commitment of respect, including but not limited to respect towards the company.
- ✓ Always show respect towards the employees of the company while interacting with them.
- ✓ Be positive you comply with the above commitment while acting on behalf and for the company in any of its domains.



PERFECTION

There is always a possibility to be better and the commitment to continuously seek for perfection is one of the company's values.

- ✓ Do the best you can. Then do it even better.
- ✓ Learn the previous experience of the company to avoid the same mistakes.
- ✓ Analyses and forecast of the future requirements will ensure always being one step ahead.
- ✓ Deadlines are crucial. Falling behind may affect not only your progress.



TRUST

We tend to believe in competence and honesty of people we are working with.

- ✓ Live up to such expectations.
- ✓ Address incentives of the others, their skills and knowledge with trust.
- ✓ Give preference to assistance and support other than unreasonable criticism.



FLEXIBILITY

We are open for new experiences and see every challenge as an opportunity. With curious mind we keep pace with the world we live and work in.

- ✓ Regard an issue from every angle possible.
- ✓ Be open to a fresh perspective and encourage others to follow this tendency.
- ✓ Be proactive in suggesting new ideas.
- ✓ Do not fear the change and the challenge it brings. Remember, every challenge is an opportunity.



FASHION POLITIQUE AND THE ENVIRONMENT

ENVIRONMENTAL SAFETY

Being a responsible company, we take all reasonable actions to preserve the environment in the many communities around the world where we are present.


COMMUNITY

As a company with strong social representation, in the Ethical Code we declare our commitment to the local societies, treat their customs, traditions, and state of affairs with respect and assist them wherever reasonably possible.

SELF-RELIANCE

Hereby we declare that we are committed to maintain our independence from any political parties and act accordingly.

REPUTATION



Reputation of the company depends on each one of us. It is important that any of our members speak or act on behalf and for the company only provided the required authorization.

FASHION POLITIQUE AND PEOPLE

DIVERSITY & NON-DISCRIMINATION

Fashion Politique Ltd does not discriminate on grounds of race, gender, religion, nationality, age, sexual orientation etc.

On the contrary, we believe it is our diversity, unified by a shared goal, which contributes the most into the creation of something new and beautiful and helps us comprehend the surrounding environment.

We prize individuality, respect and defend universal hu-

man rights. Sexual, physical or any other harassment or abuse shall not be tolerated and reported immediately.

WORKING ENVIRONMENT

- ✓ Fashion Politique follows the internationally accepted recruitment practices.
- ✓ Any form of child labor is not acceptable.
- ✓ Any type of work abuse shall be reported to the superior manager or coordinator.
- ✓ Employees shall be promoted based on their performance and proficiency.
- ✓ Every unit of FP Ltd. undertakes to provide safe working environment in compliance

with local and international health and safety standards.

- ✓ Employees shall comply with safety regulations and company policies not to endanger themselves, colleagues or premises.

POLICIES AND PROCESSES

The company in general and every business unit of the company have established policies and procedures which must be followed and complied with by all the employees of the company.

CONFLICT OF INTERESTS

Shall any conflict of interests arise, i.e. when the personal and/or financial interest of any member of the company conflicts with the overall interests of the company, the member of the company must comply with their commitment to the company.

Using the position in the company, confidential information, or any other asset which is considered the property of the company for own benefit outside the company may and will result in

legal actions.

In respect thereto, the commitment to the company includes, without limitation, the following:

- ✓ Any tangible or intangible assets which are property of the company shall not be used for personal benefit.
- ✓ Do not abuse the position in the company or the authority granted by the said position for the sake of own benefit or benefit of family/friends/relatives.
- ✓ The established employment

policies and practices (hiring, promotion, and dismissal) shall not be abused for the benefit of family members or friends, etc. The preference during employment or promotion shall be given to the most suitable candidate regardless family or any other ties in the company.

- ✓ Do not accept nor offer expensive gifts which may be considered a bribe. The only gifts acceptable within the company are those of purely symbolic value.

FASHION POLITIQUE AND BUSINESS

✓ GOOD FAITH AND FAIR PRACTICES

The information is valuable when accurate. The information presented either within or outside the company, including any publicity and/or advertisement, shall always be accurate and credible.

Any kind of deception, misinterpretation or such other manipulations are not acceptable and shall not be tolerated.

Fashion Politique values the trust of our clients, employees,

and local communities. Thus any information, public announcement, official statement released inside or outside the company shall be honest and duly authorized.

The confidential information¹ disclosed to our clients and partners shall be protected by the respective binding confidential agreements not to be used disclosed or used for personal benefit.

✓ QUALITY

Similar to the case of Perfection, we commit to constantly elaborate and develop our practices in order to always enhance the quality of the product and services we provide.

✓ RESOURCES

Company resources and information should be accounted and used appropriately and responsibly in accordance with the designated purposes.

✓ CLIENTS AND CONSUMERS

It is required that the clients and consumers share the key values and principles of the Ethical Code.

Clients and consumers who violate the Code will receive a respective warning. Should the violation repeat, the company will seek to terminate relationships with such clients and consumers.

¹ Confidential information is the information which is not generally known, was not previously released into public nor is easily accessible, which possesses commercial value by virtue of its secrecy and which its owner has taken reasonable measures to keep secret.



APPLICATION OF ETHICAL CODE

The Ethical Code shall apply to all and any employees of Fashion Politique Ltd.

Compliance with the Code is ensured by the managers. Superior managers also supervise the inferior managers. Managers are required to ensure that their employees know, follow and promote the content of the Ethical Code.

Employees shall take reasonable actions to share the Code's values and principles among all stakeholders: clients, consumers, partners, affiliates, etc.

All FP's business units shall

ensure adoption and local implementation of the Ethical Code. Internal regulations of a business unit shall be coherent with the Code. Shall there be any contradiction or discrepancy between any internal regulations and the Ethical Code – the internal regulations shall be revised and amended in accordance with the Code.

Any violation of the Ethical Code shall be reported by anyone aware or affected by such violation. The reporting procedure is described in Practical Guide to the Ethical Code section.

Violation of the Code cannot be justified by an appeal of the colleague or a command of the superior. Any such appeal or command shall be reported accordingly.

The Code presupposes the observance of all applicable legislation in any country and/or community where the company operates.

The company reserves the right to take any legal action it considers necessary in the case of violations of the Ethical Code.

PRACTICAL GUIDE TO THE ETHICAL CODE

The Code was elaborated to assist every one of us to act and behave in due manner while facing various situations in the course of working – both trivial and more complex. As employees it is our responsibility to know and follow the Ethical Code, internal regulations of the company and the applicable legislation.

So that our actions are not reasoned by ‘everyone does it’ or ‘I was told to do it’, we provide this simple Practical Guide.

Should you have any doubts

regarding whether your work-related actions or decisions are appropriate, you may consult these questions to set you back on the right track:

- ❓ *Does this contradict the Code?*
- ❓ *Is my interpretation of Code objective and unbiased?*
- ❓ *Am I being ethical?*
- ❓ *Will my decision or action negatively impact any other*

person in the company?

- ❓ *Will my decision or action harm the reputation of the company?*
- ❓ *Could my actions be reported as a violation of the Code?*

Should the doubts remain, feel free to consult with your direct superior, HR manager, Legal Department or the senior business unit manager, whoever you deem more appropriate for your matter.

Sharing your concerns regar-

ding complicated issues, which are not described or not explicit in the Ethical Code will help us improve it.

If you wish to report possible violations of our Code, you should use the process described below.

REPORTING A POSSIBLE CODE VIOLATION

To report possible violations of the Code, please contact the Director of the Company or Head of Human Resources Department or Head of Legal Department of the company. Also, you may send a report at the following address:

info@fashionpolitique.com

Upon receiving your report, any of the above persons will be responsible for initiation of due

investigation of any related facts, information or documents.

Considering the peculiarities and difficulties of the investigation process, the reporting process cannot be anonymous. Nonetheless, we guarantee the privacy of the reporter and that no employee will suffer any consequences for having reported a possible violation.

Remember, no employee can prevent you from reporting a possible violation.

RELATED DOCUMENTS

The Ethical Code is in its essence a set of guidelines to ensure a high standard behaviour pattern within the company. The Code is complemented by the company's general policies, regulations and practices which do not contradict the code.

*In compliance with the ORGANIC LAW 15/1999 of 13 December on the Protection of Personal Data, Fashion Politique Ltd. hereby informs you that the personal data being provided to us will be processed in order to take action on the complaint as efficiently as possible, understanding them included in a file whose responsible is Fashion Politique Ltd., before whom you can exercise your rights of access, rectification, cancellation and opposition to the processing of personal data if so desired.

For purposes directly related to your complaint, you hereby agree that your personal data may be communicated to any of the companies listed in Fashion Politique websites: **www.fashionpolitique.com**; **www.folitique.com**; **www.fp-pr.com**; **www.urgent-pr.com**; **www.fp-events-kyiv.live**; **www.alle-germaine.com**, if necessary to pursue the complaint to that effect.

