

CORPORATE SOCIAL
RESPONSIBILITY (CSR) POLICY





## INTRODUCTION

At Spectra Lighting, our greatest strength is the diversity of our people and their ideas. We work hard to build a culture where all employees are valued and everyone feels included. We have a solid talent acquisition process to attract skilled individuals from the industry and foster an inclusive culture that drives engagement, retention, collaboration, and innovation.

Spectra Lighting recognizes its responsibility towards society, employees, customers, and the environment. We are committed to adhering to the principles of Corporate Social Responsibility (CSR), which include environmental care, work ethics, and human rights. As a member of the UN Global Compact, we integrate the Ten Principles of the UN Global Compact into our business strategy and daily operations, aiming to support the UN Sustainable Development Goals.





# 1. PARTNERSHIP WITH THE UN GLOBAL COMPACT



Spectra Lighting Sp. z o.o. collaborates with the Program Council of the UN Global Compact Network Poland. Our annual reports document the progress in implementing the Ten Principles in the areas of human rights, labor, environment, and anti-corruption, contributing to the achievement of the Sustainable Development Goals.



### 2. COMMITMENTS TO EMPLOYEES

#### 2.1. CREATING A WORK ENVIRONMENT

We create a safe and supportive work environment, providing employees with equal access to development opportunities regardless of gender, age, nationality, sexual orientation, or disability. Regular training in health protection, occupational safety, and professional development is a key part of our support. We are committed to creating a workplace that is genuinely inclusive, encouraging everyone to bring their true selves to work. Our goal is for every Spectra Lighting employee to feel like they truly belong to a constructive team.

#### 2.2. EQUAL TREATMENT OF EMPLOYEES

Our approach to equality is an integral part of our strategy, focusing on eliminating discrimination and promoting equal opportunities in the workplace. Equal treatment means non-discrimination in terms of employment, promotions, and access to training, in accordance with the UN Human Rights Principles.

#### 2.3. PROTECTION OF PREGNANT WOMEN AND MOTHERS

We are committed to adhering to the principles regarding the employment of pregnant women, ensuring they are protected from hazardous tasks, as well as overtime and night shifts. Our policy complies with current guidelines on protecting women's rights and ensuring they are provided with appropriate working conditions.





## 3. SUSTAINABLE DEVELOPMENT AND ENVIRONMENTAL PROTECTION



### 3.1. ENVIRONMENTAL RESPONSIBILITY

We strive to minimize the impact of our operations on the environment by reducing CO2 emissions, recycling products, and utilizing renewable energy sources. We are also committed to actively supporting sustainable development and environmental protection. Our efforts aim to minimize our environmental footprint by implementing innovative and efficient ecological practices.'

- **Reduction of CO2 Emissions:** We regularly monitor and analyze our production and operational processes to identify areas where we can reduce carbon dioxide emissions. Our goals include optimizing energy and resource consumption and introducing modern technologies that help lower our carbon footprint.
- **Product Recycling:** We are committed to comprehensive recycling of our products and packaging. We collaborate with certified waste management companies to ensure efficient material recovery and reuse, which contributes to reducing the amount of waste sent to landfills.
- **Use of Renewable Energy Sources:** Transformations in our operations also include transitioning to renewable energy sources. Where possible, we utilize solar energy to reduce our reliance on fossil fuels and support global efforts to protect the climate.

#### 3.2. COMMITMENT TO CLIMATE PROTECTION

Our commitment to climate protection is reflected in strategic partnerships with suppliers and partners to develop energy-efficient lighting solutions.

- **Development of Energy-Efficient Lighting Solutions:** We invest in research and development to create lighting products that not only meet high-quality standards but are also exceptionally energy-efficient. Through our innovative solutions, our customers benefit from technologies that significantly reduce energy consumption and operating costs.
- Collaboration with Eco-Friendly Partners: We actively collaborate with partners who share
  our commitment to climate protection. Together, we develop and implement technologies and
  practices that contribute to reducing greenhouse gas emissions and promoting sustainable development in the lighting industry.





# 4. WORK ETHICS AND EMPLOYEE RIGHTS

#### **4.1. FAIR TREATMENT:**

We ensure equal opportunities in employment, compensation, and promotions, in line with international labor standards and the UN goals on workers' rights.

#### 4.2. SAFETY AND HEALTH:

Our occupational health and safety procedures follow best practices and legal regulations, supporting the well-being and safety of our employees.

#### 4.3. CULTURE OF COLLABORATION:

We foster a work environment built on dialogue, mutual respect, and a balance between professional and personal life, supporting the Sustainable Development Goals by promoting a fair and inclusive workplace.

### 5. CONFIDENTIALITY

#### 5.1. SPECTRA LIGHTING AS A LEADING COMPANY IN THE LIGHTING INDU-STRY, IS STRICTLY COMMITTED TO PROTECTING PERSONAL DATA IN ACCOR-DANCE WITH THE HIGHEST STANDARDS AND THE REQUIREMENTS OF THE GENERAL DATA PROTECTION REGULATION (GDPR).

Our Privacy Policy is based on the provisions of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (OJ L 119, p. 1) – "GDPR". Respecting the privacy of those who use our services, contact us, or collaborate with us, we make this Privacy Policy document available on our website to ensure full understanding of the scope of personal data processing, and to allow for informed and free decision-making regarding such processing. Our approach to personal data protection reflects our commitment to the highest standards of security and professionalism in every aspect of our operations.

### 6. RESPECT

#### 6.1. RESPECT IN THE WORKPLACE

We treat each other with dignity and courtesy, which fosters stronger relationships within the team as well as in our interactions with partners and clients. Our policy supports the Sustainable Development Goals related to promoting inclusivity and respect in the workplace.

#### **6.2. EQUAL OPPORTUNITIES AND DIVERSITY**

We promote diversity by ensuring equal opportunities in the evaluation of skills and achievements.





## 7. REMUNERATION AND BENEFITS POLICY

We offer competitive salaries and additional benefits, such as health packages and insurance. We comply with all regulations concerning working hours, minimum wages, and vacation entitlements.

## 8. COMMITMENTS TO LOCAL COMMUNITIES

#### 8.1. SUPPORTING LOCAL COMMUNITIES

We are committed to the development of local communities through support in education, heal-thcare, and infrastructure. We invest in projects that promote education and infrastructure development, and we collaborate with organizations to support local social initiatives.

#### 8.2. EDUCATION AND SOCIAL DEVELOPMENT

We also offer internships and placements for students. We create an environment where our employees can share ideas and engage in activities that enhance our market position as a leader. We strive for continuous improvement in everything we do, both as a company and as individuals. Sharing best practices and building business networks to acquire knowledge across the corporation is embedded in our learning methods. Learning and development are at the core of Spectra Lighting's culture—a culture that equips employees with the knowledge and experience necessary to reach higher levels of performance in everything they do. Our employees have a reputation for innovative thinking, always aiming for the greatest improvements and the best solutions. They are the innovative force that drives us forward.

## 9. COMMITMENTS TO BUSINESS PARTNERS

#### 9.1. ETHICAL BUSINESS PRACTICES

Spectra Lighting is committed to adhering to the principles of fair competition and business ethics in relationships with suppliers, customers, and business partners. We operate in a transparent manner, following the highest quality standards.

#### 9.2. SUSTAINABLE SUPPLY CHAIN

Our company collaborates with suppliers who adhere to sustainable development principles and ethical standards, ensuring compliance with international standards regarding human rights, environmental protection, and labor ethics.





### 10. SOCIAL REGIME MANAGEMENT

## 10.1. AT SPECTRA LIGHTING, WE BELIEVE THAT BUSINESS RESPONSIBILITY AND CARE FOR SOCIETY AND THE ENVIRONMENT ARE INTEGRAL TO OUR STRATEGY.

Monitoring our Corporate Social Responsibility Policy allows us to continuously track our progress and adjust our actions to further support sustainable development goals. Collaboration with partners, customers, and other stakeholders in the spirit of social and environmental responsibility is a priority for us. Through our Social Regime, we strive to integrate innovation, sustainability, and social responsibility. As we continue our mission, we are committed to the ongoing improvement of our initiatives for people, the environment, and future generations.

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Together for a better tomorrow, Spectra Lighting







### **CONTACT INFORMATION**

Your contact for questions about the Spectra Lighting Sustainability Strategy:

#### **SPECTRA LIGHTING**

Sekretariat +48 22 567 01 00 info@spectra-lighting.pl

#### **ADDRESS**

ul. Ostródzka 53 03-289 Warsaw