

CODE OF CONDUCT**I. RESPONSIBILITIES OF THE TOP MANAGEMENT**

The top management of the Company plays a special role in shaping the behavior of employees in their environment and is obliged to:

- promote ethical attitudes among employees,
- abide the provisions of this Code of Conduct and its promotion among employees,
- react to any information indicating the occurrence or possibility of their occurrence in breach of the Code of Conduct or the Law,
- treat all colleagues as partners and use dialogue to eliminate problems and situations that could negatively affect tasks and relationships.

II. PROFESSIONALISM

We make every effort to use our knowledge and competences in our work and to perform the entrusted tasks diligently and objectively. We pursue our business goals with respect for the rights and welfare of our clients, employees and the environment. We strive to ensure professional and reliable implementation of the tasks entrusted to us, characterized by seriousness and respect. In external relations, we care about the good will of the Company, while protecting the assets entrusted to us. We compete fairly and respect the interests of our competitors.

III. COMPLIANCE WITH LAW

We comply with applicable laws and regulations by acting ethically and in accordance with socially acceptable standards and with respect for internationally recognized human rights standards. We only work with legitimate companies that manufacture their products by employing workers in a lawful manner.

IV. CONFLICT OF INTEREST

The Company and its employees do not engage in situations where there is or may be a potential conflict of interest, which may include material, procedural and psychological interests related to blocking the fulfillment of needs. If we become aware of a potential conflict of interest, we promptly disclose it to the client.

V. INCORRECT PAYMENTS / BRIBERY

We do not accept any benefit in return for acting or omitting to act with regard to the Company. We do not accept any monetary or non-monetary benefits that do not arise from contracts entered into and expressly refuse to accept them. We do not give any improper advantage to public officials or private sector representatives to obtain or retain business. Regardless of whether the benefit is offered or intended directly or indirectly by another person or entity.



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VI. GIFTS, BENEFITS AND GRATUITIES

We do not offer, directly or indirectly, representatives or employees of customers/suppliers or persons closely associated with them gifts, souvenirs, gratuities, with the exception of promotional materials containing the company's logo.

We allow the acceptance of gifts, gratuities or favors from the same person or entity with a value not exceeding PLN 200 in one year.

VII. MINIMAL WORKING AGE

We do not employ children under the age of 15, and the minimum age of the person employed is in accordance with applicable law. We ensure that persons under the age of 18 do not perform any hazardous work.

VIII. FORCED LABOR

We do not use any form of violence to force people to work. We do not force employees to make "deposits/pledges" in the form of identification documents or work permits as a condition of employment. We do not take part in human trafficking in the course of our business.

IX. DISCRIMINATION

We treat our employees equally and fairly. We do not tolerate any form of harassment or discrimination based on race, color, religion, gender, political opinion, national or social origin. We promote equal opportunities and equal treatment in employment and performance of duties by employees, including immigrants.

X. TERMS AND CONDITIONS OF EMPLOYMENT

Employees are the Company's greatest asset. We make every effort to ensure that each employee openly reports any doubts and possible violations of the law, internal regulations and the Company's Code of Conduct through anonymous communication channels in order to protect against potential reprisals. We provide employees and job applicants with equal opportunities for employment, promotion, development and professional advancement. We ensure that wages for employed workers and for subcontracting workers are in accordance with applicable law and the contract. We ensure that working hours are not excessive. We accommodate rest periods, holiday periods and other holidays in accordance with applicable laws and customs. We actively oppose negative behavior between employees and seek to resolve any conflicts within a framework of mutual understanding, respect for dignity and interests.

XI. FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING

Our employees have the right to be, or refrain from being, members of a union and/or to be represented in collective bargaining agreements. Employees have the right to influence their situation in the workplace. We fully respect the right to privacy.