

# CODE OF ETHICS – SUPPLIERS

## Preamble

The company AJKA-SOLUTION s.r.o. is aware of its social and business responsibility. The basic element is the responsible management of the company focused on creating long-term values. For this reason, AJKA-SOLUTION s.r.o. it also involves its business partners in its sustainability strategy.

## 1. Treatment of employees

AJKA-SOLUTION requires its Business Partners to respect the fundamental rights of employees of the relevant legal system of the given state. In addition, it calls for compliance with the UN "Universal Declaration of Human Rights", the principles of the United Nations Global Compact and the core labor standards of the International Labor Organization (ILO), taking into account local differences in the countries in which the plants operate.

### Child labour

AJKA-SOLUTION requires its Business Partners to prohibit any form of child labor in their companies and not to use any form of child labor.

### Discrimination

AJKA-SOLUTION requires its Business Partners to treat their employees fairly and to avoid discrimination in hiring and career development and in providing training or further education. AJKA-SOLUTION requires each of its Business Partners not to discriminate against any person based on their gender, skin color, age, nationality, religion, social background, disadvantage or sexual orientation.

### Forced labor

AJKA-SOLUTION rejects any form of slavery or forced labor and also demands the same from its Business Partners.

### Freedom of association

AJKA-SOLUTION demands from its Business Partners that the freedom of association and the right to form interest groups be respected. For this reason, the employees of AJKA-SOLUTION Business Partners should have the right to express their interests in accordance with the legal order of the Czech Republic.

## **Remuneration for work and working hours**

AJKA-SOLUTION requires its Business Partners to comply with the applicable applicable working time legislation. It further requires that the employees of the Business Partners be remunerated in accordance with the applicable laws of the country in question.

## **2. Safety and health protection at work**

AJKA-SOLUTION requires its Business Partners to comply with the relevant applicable legislation on safety and health at work. The business partner is obliged to ensure the safety and health protection of its employees in appropriate ways, such as preventive and health protection at work and by ensuring a safe workplace that does not endanger health.

## **3. Environmental protection**

As a company operating in the automotive industry, AJKA-SOLUTION always strives to save raw materials and energy and uses substances and materials approved by legislation that do not pose a risk to health or the environment.

AJKA-SOLUTION also requires its Business Partners to comply with applicable environmental laws, regulations and standards.

## **4. Negotiations in the business environment**

### **Prohibition of corruption and bribery**

Corruption is prohibited by international conventions (eg the United Nations Global Compact and the UN Convention against Corruption) and by the relevant laws of specific countries. AJKA-SOLUTION does not tolerate any form of bribery or any business practices that could indicate the use of unauthorized influence or manipulation among AJKA-SOLUTION employees or among employees of AJKA-SOLUTION Business Partners.

AJKA-SOLUTION requires its Business Partners in the business relationship to refrain from offering any benefits to third parties and also not to accept for themselves any direct or indirect benefits from third parties. Likewise, Business Partners should not promise benefits that may constitute illegal conduct under applicable anti-corruption laws.

In addition to the above, AJKA-SOLUTION also requires that its Business Partners not tolerate any form of illegal remuneration, especially in business relations with authorities and officials at home and abroad. Likewise, Business Partners should ensure the integrity of their employees.

### **Invitations and gifts**

When assessing the rewards offered, for example in the form of gifts or invitations, the Business Partner should pay attention, either in general or in specific cases, to the exclusion of any inappropriate rewards in relation to its activities towards AJKA-SOLUTION. AJKA-SOLUTION demands from its Business Partners that gifts or invitations are not misused to gain influence. Invitations or gifts may be given to AJKA-SOLUTION employees or their relatives only for a suitable reason and in a reasonable amount, for example if gifts are given at a lower value and

may be considered an expression of generally accepted business practice. Business partners should also not seek any undue advantage from AJKA-SOLUTION employees.

### **Conflict of interest prevention**

AJKA-SOLUTION requires its Business Partners to make their business decisions solely for objective reasons. Conflicts of interest with private or family matters, economic or other activities, as well as with relatives, affiliates or other related natural or legal persons, should be ruled out from the outset.

### **Permitted competitive behavior**

AJKA-SOLUTION expects from its Business Partners fair competitive behavior and compliance with applicable antitrust and competition law. Business partners should also not enter into any agreements with competitors that are contrary to antitrust law, nor should they abuse the benefits of a possible dominant position in the market.

### **Money laundering**

AJKA-SOLUTION requires its Business Partners to comply with anti-money laundering legislation, not to engage in any money laundering activities and to support the global fight against money laundering.

## **5. Discreet handling of information**

Confidential and personal information, data and plans must be protected, therefore AJKA-SOLUTION Business Partners should keep this information secure and protect it against access by third parties.

AJKA-SOLUTION requires its business partners to comply with all data protection legislation and that personal data is collected, processed and used only in accordance with data protection legislation.

Business partners may use the information only for legitimate purposes and in an acceptable manner. All AJKA-SOLUTION Business Partners undertake not to provide any confidential information or trade secrets to third parties without their consent and not to use this information for their own benefit.

## **6. Relationships with suppliers**

AAJKA-SOLUTION expects its Business Partners to communicate all principles and requirements set forth herein to its suppliers, who will subcontract to the contractual obligations arising from the business relationship between the Business Partner and AJKA-SOLUTION.

## 7. Adherence to the principles of the Code of Ethics for business partners

AJKA-SOLUTION reserves the right to reconsider its business relationship with the Business Partner in the event that a breach of this Code of Ethics for Business Partners is identified. If this happens, it will follow the principle of proportionality, ie. AJKA-SOLUTION will carefully assess which measures are proportionate, appropriate and necessary in each individual case. These measures may lead to the immediate termination of the business relationship and also to claims for damages.

## 8. Infringement Notification

Business partners are obliged to report any suspicion of violation of regulations, laws and the Code of Ethics for Business Partners by AJKA-SOLUTION employees. Such violation should be reported to an authorized representative of AJKA-SOLUTION s.r.o.

	Date	Name	Job function	Signature
<b>Prepared by:</b>	1.1. 2021	Rudolf Pustějovský	Sales / HR manager	 <p><b>AJKA-SOLUTION</b> s.r.o. interim management &amp; training Tel: +420 725 859 895 Malá Strana 42, 375 01 Písek Czech Republic · IČO/ID: 86774661</p>
<b>Approved by:</b>	1.1. 2021	Aleš Kuboušek	CEO	

Overview of revisions and changes					
No.	Description of changes	He incorporated the change			Signature of CEO
		Date	Name	Signature	
1.					
2.					
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