

# Code of Ethics

MANDIK, a. s. defines the basic values and principles of conduct of the company and its employees with an emphasis on high moral standards. It is based on responsibility towards business partners, employees, future generations and the environment.

## 1 Values and goals of our family society

- Maintaining permanent and independent ownership in family business.
- The company is predestined to grow steadily and profitably.
- We work as one team.
- Respect for others.

## 2 We comply with legal and internal regulations

- Ethical principles and respect to law are fundamental principles of our behavior and corporate culture.
- We comply with all applicable domestic and international laws and all applicable standards and regulations.
- We act as a socially responsible company.
- Any real breach or suspected breach (as well as any attempted breach) of applicable laws and regulations must be reported to management.

## 3 We value our employees

- Relationships with employees and among them are based on respect for and for their human rights.
- We do not accept any form of discrimination, harassment or bullying.
- In relationships with employees we always use procedures and conditions set by law as our standards.
- We properly reward our employees for their work performance.
- In relation to our employees, but also in relation to public authorities, we fulfill all our legal information obligations.
- We do not resist complaints from our employees or others and we deal with those complaints responsibly.

## 4 We pay close attention to safety and health protection

- Safety and health of our employees is our priority. We create the most favorable working conditions and ensure that all work activities are carried out by safe procedures.
- We regularly train our employees and lead to safe work and health protection.
- We provide our employees with personal protective equipment in accordance with legislation.
- We consistently ensure the assessment of our employees' health eligibility in the system of occupational medical examinations.
- If any accident occurs, we apply our system of investigation and action to prevent the recurrence of the accident.

## **5 We value our business partners**

- We build mutually beneficial relationships and promote our values and business principles when dealing with our business partners.
- We treat all information and data as confidential (unless publicly available) and may not be used for personal benefit.
- We honor intellectual property rights, maintain confidentiality of business secrets and other confidential information.
- We protect the information to the extent determined by law, contracts with business partners and business ethics.

## **6 We condemn any manifestations of corruption**

- We adhere to zero tolerance for offering or receiving bribes.
- We strictly encourage our employees to refrain from any corrupt practices; no one shall, in connection with the performance of work for our business, on our behalf or with reference to our business, solicit or offer any performance in exchange for granting or promising to provide any benefit.
- We avoid or imply any agreements that could lead to a conflict of interest between personal activities and business.

## **7 We protect the environment**

- We strive to protect the environment.
- We minimize the release of harmful emissions and waste into the environment and the use of limited resources (energy, water and raw materials).
- We strive to reduce the environmental performance of the services and products we provide.

## **8 Child labor, discrimination and forced labor**

### **The company MANDIK, a. s. respects:**

- The right of children to development and education. Therefore, MANDIK, a. s. does not accept the use of child labor within the framework of a full-time workforce by the supplier. This applies to the employment of children under the age of 15, children who have not reached the statutory minimum age, or children who have not reached the age of compulsory education.
- Juveniles (children aged 15 to 18 years) may employ the Contractor, provided that such work complies with the requirements of local laws and the ILO Convention on Early Age.

Generally all children under 18:

- not be employed to perform hazardous work which, by its nature or circumstances, may endanger the health, safety or morality of children,
  - must not perform night shifts,
  - are entitled to more breaks than adults.
- Cultural differences and does not trade with suppliers who claim discrimination based on race, religion, gender, age, nationality or sexual orientation. The Supplier's employees shall not be subject to any physical penalties, threats of violence or physical, sexual, psychological or verbal harassment, or ill-treatment in the workplace or in work-related situations.
  - The Code does not allow forced or involuntary labor on the part of the supplier. Such work includes the forced labor of prisoners, work under a forced contract, slavery, and other forms of labor performed by the worker against his will or decision.