

CODE OF ETHIC

Code of Ethics of ERFOLG, s.r.o. defines the basics of ethical behavior and the principles of communication in relation to business partners, external collaborators, as well as employees

- ERFOLG, s.r.o. undertakes to conduct business in accordance with the highest standards of morality and ethics, in accordance with the legal standards and regulations in force in the country in which it operates.
- The company takes care of a high level of health and social care for employees and creates conditions for a safe working environment. Care for safety and health at work and for the improvement of working conditions is part of the performance of work tasks. The company's executives at all levels of management are responsible for fulfilling the tasks to a specified extent.
- The wishes and requirements of customers are fulfilled with the best knowledge, with the principles of good behavior and with the provision of professional service.
- Employees must not solicit or accept services, gifts or benefits from customers or suppliers. Gifts and benefits may be exchanged at a level that does not exceed the usual widespread local courtesies in accordance with ethical business practices and applicable laws.
- Employees also take care of the good name of ERFOLG, s.r.o. as well as the reputation of business partners.
- Management of ERFOLG, s.r.o. responds actively to the comments and suggestions of business partners and employees, which may increase the quality of services or may otherwise improve the company's business credit.
- Employees of ERFOLG, s.r.o. they conscientiously perform the tasks entrusted to them, making full use of all available company resources in order to satisfy the customer.
- When dealing with clients, employees are obliged to properly and conscientiously represent the company, respect the confidentiality of information and trade secrets, not misuse non-public information and respect the right of third parties to freely express their views.
- Regardless of gender, nationality, age and race, every employee is obliged to follow the basic rules of social behavior.

- ERFOLG, s.r.o. pays attention to a positive work environment and teamwork, while supporting employees in their professional activities as well as private life.

- All employees are required to work in accordance with the environmental laws and regulations that apply to their workplace. We have an impact on the environment through our business activities and therefore we are committed to improving our environmental performance through preventive measures and the use of environmentally friendly technologies.

- In its activities, the company complies with applicable laws and regulations, which it also requires from its business partners. It does not participate in the illicit trade in products (tobacco products, alcohol ...) and in the drug trade. The company maintains the confidentiality of information obtained in business relations, does not provide it to third parties and prevents its misuse.

- Management of ERFOLG, s.r.o. deals with all complaints and information in connection with the violation of this Code of Ethics and, if necessary, also ensures that appropriate measures are taken.

- Employees have a number of rights under GDPR, including the right to:

- Information about the collection and processing of their personal data
- Access the personal data and supplementary information held about them by the data controller Have their personal data rectified by the data controller if the personal data they have is inaccurate or incomplete
- Have their personal data erased by the data controller
- Restrict a data controller from processing their data if they consider it is unlawful or the data is inaccurate
- Object to their personal data being processed for direct marketing, scientific or historical research
- Data portability – this allows them to get data from their employer and reuse it.

Information and the method of personal data protection are published on the website of ERFOLG s.r.o.

- ERFOLG s.r.o. has financial responsibility for all damages resulting from the accident. The proof is the annual increase in assets as well as insurance in the amount of € 1,000,000.

- ERFOLG s.r.o. complies with its commitment to Fair competition and anti-trust. The proof is the established management system ISO: 18001.

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| Valid from: | 25.11.2020 |
| Page: | 3/3 |

- A conflict of interest arises when the judgement of someone involved in the work of the company ERFOLG s.r.o. may be compromised, by the financial or other considerations set out in this policy. To avoid public concern that any such interests might prejudice the integrity or impartiality of those involved in the business of the company ERFOLG s.r.o., this Code applies to all those who work at ERFOLG s.r.o. and who are involved in the development of its guidance and the execution of its other functions. The determination as to whether or not a declared interest is in conflict with the work of ERFOLG s.r.o. will involve the application of this policy and will sometimes require careful judgement based on the facts and the nature of the business being conducted. In the event of doubt, it is best determined by considering how the interest will be perceived by an ordinary member of the public.
- ERFOLG s.r.o. complies with its commitment to whistleblowing. The proof is the established management procedure SM-08 - Antisocial Activities.

In Michalovce on: 25. November 2020

*Ing. Tomáš Tóth
Konateľ ERFOLG s.r.o.*