



Ethical Code of Conduct

- 1. Prohibition of children work** - Company employs only workers who are at least fifteen (15) years. In each phase of a job, the company protects all employees who are under 18 years of age of age of everyone of sight exploitation, night of work or each species work that can be harmful to their health and normal development. In case of arrival faces under 15 years old on business, the company is obliged to them away with job and inform their parents about it.
- 2. Health and protection of workers on work** - Company ensures the safe work of workers and healthy working environment including appropriate procedures/ controls protection, preventive measures and protective equipment. The company enables through appropriate training that employees clearly understand health procedures and protection on work and sets higher manager to supervise implementation policies of health and protection on work and implements trainings for employees.
- 3. Discrimination prohibition** - The conditions for employment in the company are based on personal abilities of the employee to perform business and not on basis certain characteristic and beliefs employee. The company does not discriminate employment was which persons on basis her race, color skin, gender, religious / spiritual beliefs, age, sexual orientation, ethical origin, disability, pregnancy, political affinity, union membership or married status.
- 4. Transparent business** - The company does not conduct unethical and / or corrupt business like what are bribe, extortion and / or embezzlement. It is expected that the company does business transparently in each moment. The company must provide complete and precise documentation which shows the right condition of payment to employees and working documentation.
- 5. Respect of the law** - Company will follow and respect everything state and local laws / regulations. Company will operate in accordance with relevant international regulations when necessary.
- 6. Confidentiality Agreement** - The Company undertakes to everything information clients to keep strictly confidential and yes they won't to discover was which to the third foreign without permission. The company also obligates that information

which gets treated like own information and to undertake everything reasonable measures to prevent unauthorized disclosure source information.

- 7. Sustainable environment** - Company will engage in responsible management resources which uses. Less hand, the company agrees with regulations on the life environment and is dedicated to constantly improve production processes in order to minimize influence on life the middle.
- 8. Working hours** - The company must provide working hours that do not exceed legally defined limits.
- 9. Discipline and forced labor** - The company does not tolerate any form of physical, psychological, sexual or verbal abuse of workers. The company will not use forced, waged, compulsory or forced prison labor.
- 10. Freedom of Association** - The Company respects the rights of workers to freely associate and bargain collectively in accordance with all laws. The company enables open communication between employees and management in order to support positive human relations.
- 11. Gender-Based Violence or Harassment (GBVH)** - Gender-based violence or harassment that is directed against persons based on their sex or gender, or that disproportionately negatively affects persons because of their sex or gender, is prohibited, and includes sexual harassment.