

## Code of Conduct

The entrepreneurial reliability of Qualiform Zrt. has a high reputation worldwide, which is due to its consistently applied honest business policy and its activities in accordance with the relevant laws and other statutory provisions.

### General principles

Qualiform Zrt. is required:

- to comply with the laws and regulations applicable in the respective area of activity,
- to demonstrate and to promote their commitment to responsible business practices in your business policies, decisions, and activities,
- to make the principles of this Code part of its problematic processes.

### EXPECTATIONS IN CONNECTION WITH BUSINESS PARTNERS

Qualiform Zrt. Promotes cooperation with suppliers, consultants, resellers, dealers and other business partners who adhere to the principles contained in this Code of Conduct. Qualiform Zrt. encourages its business partners to continue their activities in accordance with the standards of business conduct in accordance with the principles set out in the Code of Conduct.

### Business principles

#### ACCOUNTING, ACCOUNTING AND INTEGRITY

All financial transactions must be reported in accordance with applicable law and generally accepted accounting practice, and the nature of all financial transactions must be recorded in the accounting records in an accurate, regular, factual, transparent and straightforward manner. Qualiform Zrt. is required to produce a transparent, credible, and timely report to fairly present the company's performance.

#### CORRUPTION AND FRAUD

Qualiform Zrt. does not engage in any form of corruption (including bribery, bribery, extortion, abuse of rights for personal gain, unauthorized giving and gifting for the purpose of influencing), does not tolerate or support any form of corruption. Qualiform Zrt. prohibits fraud, including forgery of records of financial documents or non-financial information and insider trading.

#### MONEY LAUNDERING

Qualiform Zrt. does not accept, facilitate or support money laundering practices. The company is required to comply with all money laundering laws and regulations and to take all reasonable and necessary steps to determine and evaluate the integrity of its business partners in order to work with partners who conduct legitimate business with funds from legal sources.

#### CONFLICTS OF INTEREST

All representatives of Qualiform Zrt. are obliged to represent their private and other external activities as well as their financial interests in such a way that they do not conflict and do not appear to conflict with the interests of the company.

#### FALSE PARTS

Qualiform Zrt. is obliged to develop, apply and maintain effective methods and processes that minimize the risk of counterfeiting of the products and materials to be delivered. In justified cases, Qualiform Zrt. those who have received counterfeit products from the company and recalls the affected products from them.

**PUBLIC DISCLOSURE OF CORPORATE ASSETS, PROPERTY, RESOURCES AND INFORMATION**

The assets, property, resources and information of Qualiform Zrt. may only be used by employees, directors, and other authorized persons of the company for lawful and authorized business purposes.

**TAXATION**

Qualiform Zrt. is obliged to act in accordance with the tax laws and other statutory provisions of the countries that correspond to his area of activity. In the event that the relevant tax laws do not provide adequate guidance, the principles of prudence and transparency apply.

**FAIR COMPETITION**

Qualiform Zrt. is obliged to act in accordance with the rules of fair competition and to compete fairly and honestly in accordance with the laws on fair competition. Qualiform Zrt. pays particular attention to avoid entering into antitrust agreements or coordinating business practices with competitors in such a way that they directly or indirectly influence the market or the course of the bidding process by setting price, production or sales quotas.

**POLITICAL ROLE**

Qualiform Zrt. is neutral towards political parties and candidates for public office. The company does not sponsor, donate, or endorse any political program, party, or other organization or event organized for or by them.

**Corporate loyalty****INTELLECTUAL PROPERTY**

Qualiform Zrt. protects his intellectual property and respects the intellectual property of others.

**PRIVATE LIFE**

Qualiform Zrt. respects the privacy of its employees and partners and treats their personal data confidentially. In order to determine the handling of personal data, Qualiform Zrt. according to the current Hungarian and European data protection regulations.

**CONFIDENTIALITY AND DISCLOSURE OF INFORMATION**

Qualiform Zrt. provides confidentiality and anonymity as well as support for partners and employees who report abuse, provided that this would not lead to an illegal situation. The company should provide a method for its employees to use to raise their concerns without fear of retaliation.

**INTERNATIONAL TRADE CONTROLS AND ECONOMIC SANCTIONS**

Qualiform Zrt. does not conduct business in any country or with the government of any country whose territory is subject to extensive sanctions, or with any person or entity subject to or subject to accepted economic sanctions. The company does not, directly or indirectly, supply goods or services in a manner that violates commercial controls.

**Human rights and working conditions****HUMAN RIGHTS**

Qualiform Zrt. supports and respects internationally declared human rights and ensures through continuous monitoring that the company does not participate in human rights violations with others.

**WOMEN'S RIGHTS**

Qualiform Zrt. values and respects the law on women's equality.

**RIGHTS OF MINORITIES AND INDIGENOUS PEOPLES**

Our company respects the rights of minorities and indigenous peoples, and takes their linguistic and cultural needs into account.

**NON-DISCRIMINATION, DIVERSITY, EQUALITY AND INCLUSION**

Qualiform Zrt. offers equal opportunities and treatment based on gender, race, colour, religion, age, disability, sexual orientation, nationality, political or other beliefs, union membership, social origin and status or ethnic origin or any other origin in order to discriminate based on the status of the individual to eliminate unrelated to the individual's work ability, skills and experience.

**HEALTH AND SAFETY**

Qualiform Zrt. takes all reasonable precautions and measures to ensure a safe and healthy work environment to prevent employees from injuring themselves or endangering those they work with and other members of the community.

**FORCED LABOR**

Qualiform Zrt. does not participate in any form of forced labour, slave labor or forced labor, does not support them in any way and does not ask its employees for their identification documents in the form of a deposit or confiscation for the purpose of safekeeping. Employees at Qualiform Zrt. can leave their work after the reasonable notice period stipulated in the contract and the law.

**CHILD LABOR**

Qualiform Zrt. does not tolerate child labor. In the Code of Conduct, "child" means anyone under the age of 16 according to the relevant Hungarian legislation. Qualiform Zrt. must not employ anyone under the age of 18 for night work, overtime, hazardous work, or hazardous conditions. "Child labor" means any work performed by a child or young person, with the exception of work that is considered acceptable under the 1973 ILO Minimum Age Convention (C138).

**ETHICAL RECRUITING**

Qualiform Zrt. is committed to its employees, and takes into account the efficient and fast hiring process during recruitment, with the aim of getting the employee to work as soon as possible. At our company, communication is open and honest.

**FREEDOM OF ASSOCIATION, COLLECTIVE AGREEMENT**

Qualiform Zrt. respects the right of all employees to join, not join or form an advocacy group without fear of retaliation, threats, or harassment to advance their individual or community interests through arbitration. In the event that employees are represented by a legally recognized trade union, Qualiform Zrt. to a constructive dialogue and negotiations in good faith with the freely elected representatives of the organization.

**WORKING HOURS AND WAGES**

With regard to working hours and wages, Qualiform Zrt. obliged to comply with the relevant laws, agreements and industry standards.

**Environmental principles****RESOURCE EFFICIENCY**

The products and processes of Qualiform Zrt. must be designed in such a way that energy, natural resources and raw materials are used efficiently and the amount of waste and residual products is reduced to a minimum.

**PRECAUTIONARY PRINCIPLE**

Qualiform Zrt. Continually strives to eliminate and reduce environmental risks and strives to find a suitable alternative to avoid the use of materials and methods with significant environmental risks.

**RELEVANCE OF THE CONFLICT ZONE**

Minerals are classified as inconsistent when mining, transportation, trade, handling, processing or exporting directly or indirectly assist non-state armed groups.

Information on minerals such as tin, tantalum, tungsten or gold should be published on request from smelters and refineries, their suppliers or sub-suppliers.

**RESPONSIBILITY FOR COMPLIANCE WITH OBLIGATIONS**

The management of Qualiform Zrt. is obliged to act in an exemplary manner in accordance with the spirit and content of the Code of Conduct and is responsible for the implementation of the Code of Conduct, monitoring its implementation and informing the company's employees about their rights. Duties and obligations.

**DEVIATIONS FROM THE REGULATION**

Deviations from these regulations are only permitted with the approval of the Qualiform Zrt administrative board.

**LANGUAGE**

The original language of the regulation is Hungarian. In the event of a dispute, the Hungarian version will prevail over the versions translated from Hungarian into other languages.

**PERIODIC REVIEW**

The editor of these Regulations is responsible for revising the text of the Regulations every 5 years, or when the text needs to be changed due to legislation, or when the BUYER requests it.

**REPORTING A VIOLATION OF THE CODE OF CONDUCT**

All employees of Qualiform Zrt. are requested to report any suspicion of a violation of the Code of Conduct to their immediate line manager.

*This Code of Conduct was adopted by the Board of Directors at its meeting held on January 29, 2016, and dated 4/2023. (04.05.) approved it in a unified structure.*

*Date: Apc, April 05. 2023.*

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Chairman of the Board  
Qualiform Zrt  
H-3032, Apc