

## CODE OF ETHICS

Respect and honesty towards customers, business partners, employees and environment are the basic values of Fabryka Kart Trefl-Kraków. In this spirit, we establish our Code of Ethics.

In it we undertake to:

- Respect national and international law, regulations and standards regarding the safety of both production and protection of employees, as well as regulations regarding environmental protection;
- Protect children and their fundamental rights – we oblige ourselves and our suppliers not to use child labor;
- Respect the principle of voluntary employment and not to use forced labor;
- Absolutely ban discrimination on grounds of race, social and ethnic origin, age, religious and political beliefs, gender, sexual orientation;
- Treat employees with respect, not to use threats, physical and psychological violence (regulated in detail in the Anti-mobbing Policy);
- Counteract all forms of corruption (regulated in detail in the Anti-corruption Policy);
- Respect the freedom of association of employees, the right to organize and conduct negotiations in employment matters in a peaceful and lawful manner;
- Ensure employees healthy and safe working conditions in accordance with applicable health and safety regulations, prevent occupational accidents and diseases, as well as to ensure adequate sanitary conditions, fire protection, proper lighting and ventilation;
- Pay remuneration in accordance with applicable provisions regulating minimal wage, overtime work, maximum working hours, rates in a piecework system and other forms of remuneration, as well as to make available legally required employee benefits;
- Respect natural environment and to undertake any actions that minimize the negative impact of the company's activities on the environment;
- Cooperate with suppliers and subcontractors that share the ethical principles adopted by us. At the same time, we undertake to inspect and monitor suppliers and subcontractors as regards the rules adopted in this code, and suppliers and subcontractors undertake to allow the carrying out of such inspection.

Podjęte, dnia 15.07.2022

CEO  
Jan Polak