

CODE OF CONDUCT

PREAMBLE

The following Code of Conduct is limited to the formulation of basic conduct requirements regarding Geo Globe Polska business activity. The Code of Conduct determines the fundamental ethical principles governing the management's actions as well as the actions of all employees in everyday business.

SCOPE

This Code of Conduct applies to the management board, executives and all employees of Geo Globe Polska. The Code of Conduct is implemented by Geo Globe Polska on site in accordance with national legal provisions, based on this Code of Conduct as minimum standard. In addition to and independent of this Code of Conduct, the applicable laws apply to the business activities and the conduct of all employees.

The contents of this Code of Conduct will also be made accessible on our website www.geoglobe.pl

Geo Globe Polska puts strong emphasis on its business partners complying with the principles embedded in this Code of Conduct.

DEALING WITH BUSINESS PARTNERS

The business partners (customers, sales partners, suppliers) and employees are in the centre of Geo Globe Polska's activities. Geo Globe Polska's relations to its business partners and employees are characterised by mutual trust, reliability, and sustainability.

ENVIRONMENT

Geo Globe Polska manage their operations responsibly in relation to environmental risks and impacts and to have a life cycle perspective in their operations.

In order to meet the objectives set by management board Geo Globe Polska :

- obtain and maintain all required environmentally related permits and licenses and comply with the requirements related to such permits and licenses,
- are doing utmost to reduce negative environmental impact of its operations, including but not limited to emissions and waste, and
- have a structured and systematic approach to minimize and mitigate any harmful effects that it may have on the environment, either directly or indirectly.

RESPECT FOR HUMAN RIGHTS

Geo Globe Polska strictly comply with international standards of human rights and respect the diversity of all people.

- GGP respect human rights and undertake business activities without the use of forced labor or child labor.
- GGP respect the individuality and independence of each employee and not engage in discrimination on the basis of race, citizenship, gender, age, religion, belief, existence of handicaps, sexual diversity, or any other aspect.

NO CORRUPTION

For all of Geo Globe Polska's activities, legally impeccable means are used. This is true with regard to relations with office holders and legal representatives as well as with customers and suppliers. Geo Globe Polska's managers and employees cannot be bribed. Managers and employees reject such behaviour and do not accept unlawful benefits and do not offer such benefits to business partners. Managers and employees reject such behaviour and make their decisions based exclusively on objective criteria



BUSINESS ETHICS

Geo Globe Polska always respect and comply with all applicable competition laws and regulations and not enter into discussions or contracts with competitors concerning pricing, market sharing or other similar activities.

Geo Globe Polska respect intellectual property rights (e.g. copyright, patents and trademarks) and protect our Customer's information by safeguarding it against fraud, improper disclosure, misuse and theft.

Geo Globe Polska respect the privacy of consumers, employees and third parties and securely maintain personal data and to only disclose it to individuals with proper authorisation to receive such data, unless disclosure is required by law.

Geo Globe Polska support Customer's commitment to provide sustainable solutions, products and services and to do its utmost to always maintain product safety.

EMPLOYEE PROTECTION

Geo Globe Polska continuously makes sure that work stations, machines as well as manufacturing and processing methods do not pose a threat to the employees' safety and health. Additionally, Geo Globe Polska takes care of occupational health care and supports autonomous and health-conscious actions and behaviour of employees.. The employees are not subject to physical abuse or other physical, sexual, mental or verbal harassment or abusive acts. Geo Globe Polska prohibits all forms of forced labour.

Every employee has the right to terminate their employment relationship, subject to a reasonable period of notice. We comply with the national labour-law provisions.

NO DISCRIMINATION

All of Geo Globe Polska's employees as well as all business partners are entitled to fair, polite and respectful treatment.

Nobody may be harassed or discriminated against due to their race, skin colour, nationality, origin, gender, sexual identity, religious beliefs or world view, their political attitudes, age, physical constitution or physical appearance. Every employee is obliged to respect the personal space of other employees. Sexual harassment and bullying are not tolerated in the least. We will take prompt and appropriate action in the case where it occurs.



FREEDOM OF ASSOCIATION

At any time, employees can speak with the managing board about work conditions, without having to fear reprisals, whatever form they may take. They are entitled to appoint a representative body and be themselves elected as member of such a body.

LABOUR CONDITIONS, APPROPRIATE PAY

Geo Globe Polska ensure that normal working hours and overtime working hours are within applicable laws and regulations. The wages, salaries and social contributions paid to employees are in accordance with the current laws and meet basic needs and provides a discretionary income,

ORGANISATION AND DEALING WITH VIOLATIONS

Within the organisation, QM representative Piotr Benecki/Quality Department (sekretariat@geoglobe.pl) is responsible for adherence to and updating of this Code of Conduct.

Violations of the Code of Conduct can be reported to the Quality Manager. Violations will be meticulously examined and followed by appropriate and resolute measures.

During processing of the incident, all the rightful interests of everybody involved will be safeguarded.



PEŁNOMOCNIK
Dobrochna Kochnańska

Mikołów 15-03-2022