

**SUPPLIER CODE OF CONDUCT****CSR 02-02**

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Preface

The company SLUŽBA NITRA, s. r. o. (hereinafter referred to as SLU) operates in the field of development and production of automotive electronics, installed printed circuit boards, interior and exterior lighting.

SLUŽBA is a Tier 1 and 2 suppliers to the most important manufacturers in the automotive industry.

In all activities, we respect the ethical principles of doing business with compliance with legal and other regulations.

We always review the risks incurred to minimize the losses of all parties involved.

We focus our actions on building long-term, fair and economically advantageous relations towards partner parties.

SLU expects all current and potential suppliers to have the same level of fairness, integrity and accountability in all areas of their business. Based on this, this Supplier Code of Ethics defines requirements and recommendations for all existing and potential suppliers.

The Supplier Code of Ethics applies to all suppliers of materials, goods and services of SEU.

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Ethical recruitment

The proliferation of unethical recruitment practices leads to demotivation, disappointment and exploitation. The supplier is obliged to apply ethical values in its daily business practices and promote them as company-wide values. Ethical values include trust, honesty, respect and responsibility.

When recruiting, the contractor shares general principles such as:

- It does not publish misleading job advertisements;
- Maintain an open dialogue with candidates;
- Interviews are organised in such a way as to verify the correct assignment to the activity being performed;
- During interviews, he treats all candidates equally without bullying;
- It only requires information that is necessary;
- Keep confidential the use and storage of candidate information;
- If he considers that the candidate is also suitable for a post other than the one he reports, he shall adequately inform the candidate of this possibility;
- At the end of the interview, the candidate will be informed of the outcome of the interview and the selection decision.

Human rights, special attention to women's rights

In its operation, the contractor ensures respect for human rights for all groups of workers, regardless of gender and sexual orientation. It actively participates in creating legal and substantive conditions for the right to life free from violence and discrimination; enjoy the highest attainable level of physical and mental health; educate themselves; own property; vote; and earn equal pay.

The contractor shall ensure that the provisions of the laws regarding restrictions on work and working conditions of women are complied with.

Diversity, equity and inclusion

The contractor develops policies and acceptable working conditions for diversity, equality and inclusion that promote the representation and participation of different groups of individuals. People of different ages, races, ethnicities, abilities, disabilities, gender, religion, cultures and sexual orientations.

Rights of minorities and indigenous peoples

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The Supplier shall not deny anyone belonging to an ethnic, religious or linguistic minority the right to enjoy their culture, to report and practise their religion or to use their language.

The contractor is reviewing its business activities and creating opportunities so that indigenous peoples have the right to preserve, use, develop, revitalize and pass on to future generations their own history, languages and oral traditions.

Práva na pôdu, lesy, vodné práva a nútené vyst'ahovanie

Rights to land, forests, water rights and forced evictions

The supplier respects indigenous peoples' rights to land are recognized under internal and international human rights law. The contractor shall not engage in illegal activities to relocate indigenous peoples without their free, prior and informed consent and without providing adequate compensation.

Use of private security services or public security forces

A contractor may be required to employ private security services to protect its personnel where the government is unable (due to resources or other constraints) to provide adequate police protection.

In such circumstances, the contractor must ensure that private security service contractors establish clear procedures and conditions for the protection of workers' health and property before taking any safety measures. The contractor must prevent illegal practices by private security services if the private security services violate operational measures or their involvement is contrary to legal and regulatory regulations. The activity of the services must not be accompanied by inappropriate use of force, violence perpetrated against all groups of the population.

Finančná zodpovednosť (Primeranosť a presnosť účtovných záznamov)

Financial liability (Adequacy and accuracy of accounting records)

The supplier is obliged to keep sound internal accounts in accordance with national and internationally recognized requirements. Records provide information about business and evidence of financial movements according to the established charts of accounts, evidence of the fulfillment of financial obligations. Financial transactions must be authorised and accurately recorded

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Information on data disclosure

The supplier has a controlled release or disclosure of information (disclosures) to another person or organization. Disclosure is the process of making facts or information available to the public. Authorized disclosure by Supplier is the act of informing its customers, investors and analysts of relevant information to the extent permitted in writing by the SLU.

The Supplier fully respects and applies the requirements of the GDPR (General Data Protection Regulation) as general principles for the protection of personal data within the meaning of the European Union regulations governing the protection of individuals in connection with the processing of personal data, which is one of the fundamental human rights. The supplier's actions must respect the principles for the protection and preservation of information regarding private and family life, as well as the retention of sensitive information about others. The scope of GDPR compliance also includes employees of sub-contracting organizations or natural persons who provide their services to the supplier.

Competition fairness and anti-dumping (anti-discrimination) policy

The supplier is committed to establishing, in its own operations, their subsidiaries and joint operations, for its employees and the appointed personnel, consultants and agency workers working for its business partners, policies and practical measures on fair competition, aiming at:

- Fair interactions with competitors and other parties in the value chain;
- Eliminating the risk of abuse of dominant market position;
- Fair communication in emails and other formats;
- Preventing damage to the reputation of the SLU (own workers, cooperating organizations, press, meat and communication media, etc.).

Whistleblower reporting and protection

The supplier has measures in place under the Act on the Protection of Whistleblowers in National Publications and protection against retaliation for all (employees or others) who report suspicions of wrongdoing in good faith. The employee has conditions created for discreet or public submission of a complaint regarding suspicion of anti-social activity.

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Conflict of interest

The supplier shall be responsible for measures to eliminate conflicts of interest. Conflict of interest refers to any case where an employee's personal interest could conflict with the

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interests of the company for which they work. It also regulates the obligations of employees and the company so that there is no conflict with the interests of the SLU.

Fake (imitated) products

The supplier shall be responsible for taking effective measures within his manufacturing site to prevent the use in his processes of products where:

- Fake products are marketed as genuine products with proven origin;
- The origin or quality of the products offered is incorrectly stated.

Intellectual property

Vendor is required to enter into a written commitment from the SERVICE to "Maintain Data Confidentiality" marked as a "Non Disclosure Agreement".

The Supplier aligns its processes to the requirements for maintaining "Cybersecurity".

The Supplier is obliged to establish effective measures to protect the intellectual property SLU for the areas:

- Any product documentation provided by the SLU;
- Protection of distinctive signs, in particular trademarks (which distinguish goods of the SLU from those of other undertakings) and geographical indications (which identify goods as originating in the place where characteristic is given to their geographical origin).

Export control and compliance with economic sanctions

The Supplier shall establish rules and processes to ensure that it does not participate in prohibited trades.

Economic sanctions and controls on imports or exports are restricted by national governments or international conventions to which the national government agrees. Conventions may prohibit trade with specific individuals, entities or countries, or restrict or prohibit exports or imports of certain goods or services.

SLU reserves the right to take over from the supplier goods or services, the import or export of which falls under formalized restrictions.

Due diligence

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The Supplier is obliged to carry out an inspection of the exercise of reasonable care regarding the Company's activities in the course of its business. The due diligence review must include an examination of the economic, legal, fiscal and financial circumstances of the undertaking or employees, sales data, stakeholder expectations and examinations of whether negative activities, corruption and tax evasion have been prevented.

Greenhouse gas emissions

Climate change mitigation is action to limit climate change by reducing greenhouse gas emissions or removing those gases from the atmosphere.

The increase in the global average temperature is mostly due to emissions from the combustion of fossil fuels (coal, oil and natural gas)

The supplier understands the global effort and voluntarily joins efforts to reduce emissions and carbon footprint by driving a sustainable energy transition, saving energy and increasing the efficiency of means of production. According to its possibilities, it directly creates or participates in the creation of green spaces and the use of other natural and technical processes to reduce emissions.

Energy efficiency

The supplier has a mechanism and procedure for demonstrating energy use, measures the level of energy consumption, evaluates trends, sets goals and objectives for the permanent reduction of energy consumption of all types of energy.

Renewable energy

When burned for energy, fossil fuels cause harmful emissions of greenhouse gases such as carbon dioxide.

Renewable energy is energy obtained from natural resources. Sunlight and wind are the main types of renewable energy sources that replenish faster than they consume. The production of renewable energy generates much lower emissions than burning fossil fuels.

The supplier is orienting its processes towards the use of renewable or green energy and realizes that the transition from fossil fuels to renewable sources for energy production is the way to solve the climate crisis.

Decarbonisation

The supplier sees positive global efforts to reduce CO₂. The supplier is actively looking for potential to switch to sustainable energy sources, save energy and increase the efficiency of production means,

Water quality, consumption and management

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The supplier either directly creates conditions and manages the operation of its own optimal use of water resources in order to minimize the consumption of sanitary and drinking water and subsequent measures with minimizing the risks of reduced water quality. If it depends on drinking and service water supplies from external suppliers, it has internal control processes in place to immediately alert and request remediation in cases of violations in accordance with applicable legislative and other regulations (laws, decrees, customer requirements) for water protection.

Air quality

The contractor either directly creates the conditions and manages the activities of its own optimal management in order to minimize the risks to air quality by discharging exhalations beyond the level permitted by national regulations. If it depends on air protection management from external suppliers, it has internal control processes in place to immediately alert and request remediation in cases of violation of provisions in accordance with applicable legislative and other regulations (laws, decrees, customer requirements) to protect air quality.

Management of dangerous substances

The supplier has established an internal management system in internal processes to ensure compliance with national and international legislative and other regulations for environmental safety.

This must include:

- Comprehensive and updated inventory of stored chemicals;
- Material Safety Data Sheet (MSDS) layout and update system;
- Controlled process of approval of procured chemicals and their own application in internal main and auxiliary processes;
- The process of early prior training of workers in the use of hazardous substances;
- Process for the management, use and consumption of chemicals;
- The process for the disposal of waste from hazardous substances in accordance with currently valid national legislative and other regulations.

The supplier is able to create and enter data into the IMDS (International Material Data System) database on materials used for car manufacturing.

Sustainable resource management

The supplier understands the requirements for resource sustainability, follows expectations for the development of resource sustainability initiatives. It spreads awareness among its workers and collaborators that resources need to be actively managed so that they are not depleted in the context to such an extent that future generations will be affected.

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Waste reduction

The supplier is actively developing a sustainable waste management system to keep materials in use for as long as possible and to reduce the amount of solid waste that is disposed of in landfills or incinerated.

In practice, this means that it uses materials that, once incorporated into a product at the end of its life cycle, will be recyclable as much as possible.

The supplier respects the requirements and keeps proper and up-to-date records and reports regarding its waste management in accordance with valid legislative and other regulations (laws, decrees, customer requirements) for waste management regulation.

Reuse and recycling

The supplier understands the desire to maximize the reuse of machinery and equipment in order to maximize the service life until they lose their intended efficiency and effectiveness. It uses such raw materials and substances that, already at their implementation, the preconditions are created for internally generated wastes to be recyclable either directly or intermediately.

Creating conditions for animal welfare

The supplier monitors the protection status of domestic or wild animals in its business area within its reach and creates active measures in accordance with applicable legislative and other regulations (laws, decrees, customer requirements) for the protection of animals.

Biodiversity, land use and deforestation

The supplier monitors the state of land use and deforestation in its business environment, which it has an impact on, and creates active measures in accordance with valid legislative and other regulations (laws, decrees, customer requirements) to regulate biodiversity, protect soil from degradation and soil loss.

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Noise emissions

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The supplier creates suitable conditions for noise reduction in its production facilities in accordance with valid legislative and other regulations (decrees, customer requirements) to protect human health and life.

Determination and implementation of the same standards by suppliers in business relations with SLU

The Supplier shall thoroughly acquaint itself with the legal and other requirements as indicated in its references to the SLU transfers the requirements of customers to suppliers to the same extent as the SLU is bound by customers. The transferred requirements of the Customers are binding on the Suppliers to the same extent as the LU is bound, unless the SLU and the Supplier have agreed in writing on a deviating wording.

Line of requirements from Tier 1 suppliers to meet customer expectations towards the entire supply chain

The Supplier is obliged to regularly acquaint itself and in its own interest with the specific requirements of customers provided by the SLU.

SLU is a Tier 1 and 2 supplier to the production lines of the most important automotive manufacturers. This places high demands and the ability to quickly adapt to new or updated requirements of customers SLU.

The Supplier shall respect the requirements of high demands of the Service on its goods and services note. The SLU cannot in any way discount customer requirements or even accept products and services with reduced quality.

Acceptance of the finally agreed terms and conditions among the basic requirement for releasing the supply of products from suppliers to the SLU.

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