

# INTEGRATED COMPANY POLICY



**E**very process of the company fully corresponds to modern concepts of management systems and is set up not only to satisfy the needs and expectations of our customers, employees and suppliers, but also to meet the applicable legislative requirements in the areas of environment, quality control, information security, Occupational Health and Safety and Fire Safety. Existing processes are managed and periodically reviewed. All employees are involved in the identification and optimisation of new processes. We have incorporated environmental and information security regulations into internal documentation with responsibilities and ensure strict compliance.



**R**esponsibility for the tasks associated with a given position rests with each employee. All employees in positions with a direct impact on the product are responsible for compliance with the quality of technical performance, delivery time, product costs, and meeting other customer requirements while observing all Health & Safety and environmental and work environment requirements. The company has implemented an integrated system according to the ČSN EN ISO 9001 and ČSN EN ISO 14001 standards. It is committed to fulfilling the requirements arising from these international standards, to meeting contractual security obligations, to ensuring the required level of protection of the information provided and regularly verifying the functionality of the system and ensuring all the necessary resources for its effective functioning. It is necessary to react immediately and adequately to any problems that arise and to take an active part in resolving them and eliminating their causes. We act in accordance with the established Compliance Program and follow the rules of the Company's Code of Conduct and Anti-Corruption Policy.



**A** rational company management system and its process organisation create the right conditions for its continuous improvement. The Objectives adopted by the company ensure the fulfilment of customer requirements and satisfaction, legislation in the field of Occupational Health and Safety, Fire Safety and environmental protection. We need sufficient information for crucial decisions, and we continuously analyse and correct our actions. We also analyse safety and environmental risks to prevent their negative impact. Permanently evolving risks are recorded in the Risk Catalogue, which is subject to regular review. Measures are taken to minimise individual risks.



**A**n active approach to occupational safety, information security and quality and environmental management is part of the company's management organisation. We effectively use and minimise not only the consumption of energy and raw materials, but other resources as well. This reduces the company's costs and the burden on the environment. We consistently enforce the key waste management hierarchy. Our priority is waste prevention and, if waste cannot be prevented, we choose to reuse, recycle, recover energy or dispose of it responsibly. By searching out and assessing risks, we increase the level of Occupational Health and Safety and prevent possible accidents. We protect important information and data. When processing personal data, we ensure compliance with European Union law and relevant national legislation ("GDPR").



**L**ong-term planning, monitoring and measuring of processes in all areas of the company and their regular evaluation are essential elements of responsible management and planning of the company. Strategic planning is a part of all company processes; the focus is not only on resolving current issues, but also on fulfilling the company's strategic objectives. Responses to macroeconomic uncertainties that cannot be anticipated or influenced are taken promptly. We are constantly developing, and continuously innovating and updating our technologies. We monitor the development of information technologies and trends in cyber security. Regional and product diversification is implemented to ensure the planned economic results. We positively evaluate the synergy effects resulting from cooperation with all our subsidiaries.



**O**pen communication at the appropriate management levels is the basis for addressing the Goals, tasks, and corrective and preventive measures. The teamwork of experts, irrespective of departmental affiliation, is used as a priority. Company employees support and cooperate with each other in the performance of all work activities. We enhance employee qualifications and professional growth through training. We train our employees in information security and regularly inform them about current security threats.