



GROUP

**CODE OF VALUES,
RESPONSIBILITY
AND MANAGEMENT**

The purpose of the Code of Values, Responsibility, and Conduct (Code) is to establish principles of conduct for employees of the SSI Group ("SSI Group" or "Group"), based on the application of the Group's values and generally accepted ethical principles.

Basic rules of ethical conduct

Everyone who works for the SSI Group is required to comply with the laws of the country in which they perform their work and with the binding internal regulations of the SSI Group. They are also required to behave honestly and in accordance with the Group's values, the moral principles recognized in the place where they are located, and to respect the traditions and culture of the country in which they operate.

Employees and management

We, the employees of the SSI Group, regardless of gender, race, religion, political affiliation, or nationality, have equal rights to proper training for the performance of our work and further professional development. The same applies to the right to fair remuneration and job classification corresponding to the performance and quality of the work performed.

The basis of daily contact and cooperation with customers, suppliers, and company employees, regardless of hierarchy, is respect, consideration, and honest conduct.

Management is obliged to set an example for company employees through its conduct and to promote conduct in accordance with the Code. We create a corporate culture that puts

people first and is based on value creation.

Our goals are ambitious, our planning realistic, and our reporting unbiased.

Innovation is a principle of the SSI Group. We fight for our ideas, we are open to suggestions from others, and we develop them further. In our dealings, we give and simultaneously demand freedom, which we use responsibly. We work together and devise better ways to achieve the goals of the SSI Group.

We deliver maximum performance and constantly strive to develop our work abilities and skills. We are entitled to working conditions that enable us to perform our work to the best of our abilities.

We treat the Group's resources with care and protect them from misuse or damage. In our work and business dealings, we put the interests of the company first and do not allow ourselves to be influenced by private interests.

We honor our responsibility for the long-term and sustainable development of the SSI Group and contribute to the balance of the Group's economic, environmental, and social goals.



Customers and suppliers

Our priority is customer service. Our internal standards are strictly guided by the customer's needs, expectations, and wishes.

In performing our work duties, we set high standards for ourselves with the aim of maximizing customer satisfaction, thereby contributing to the good reputation of the SSI Group.

We are interested in building good, long-term relationships with our customers and suppliers based on trust, high-quality mutual services, and their continuous development.

Social responsibility

Our actions are based on responsibility towards the world around us. We strive to contribute to the development of our surroundings at the regional, national, and international levels. We support charitable, educational, and public benefit activities. We consistently avoid conflicts of interest. We place emphasis on fulfilling information obligations and truthful reporting. We want to be successful, but never at the expense of applicable laws and ethical principles. We strive to minimize any harmful effects our activities may have on the environment.

Human rights

In its business activities, SSI Group must respect human dignity and privacy, and the inalienable human rights of every individual. Respect the prohibition of forced labor or forced employment.

Do not tolerate behavior (whether verbal, gestures, or even physical contact) that is harassing or offensive, coercive, intimidating, demeaning, or otherwise socially unacceptable.

Occupational safety and health protection

The SSI Group is committed to providing all its employees with a safe workplace and complying with occupational safety regulations. In activities where the nature of the work requires it, the SSI Group provides employees with personal protective equipment to protect their health.

If it sends its employees to perform tasks at the SSI Group workplace, discuss security and coordination of workplace safety issues with the SSI Group in advance and inform each other about risks.

Fair working conditions

The SSI Group must not discriminate against employees in its business activities on the basis of gender, skin color, nationality, religion, disability, union membership, political beliefs, or sexual orientation.

The SSI Group shall not use prohibited, forced, or involuntary labor, including involuntary prison labor, in its business operations. Placing obstacles in the way of employees when they terminate their employment, or conversely, terminating their employment in an unacceptable manner.

In its business activities, the SSI Group must not violate the right of employees to fair remuneration, nor tolerate, enable, or exploit child labor.

Environmental responsibility

The SSI Group is responsible for assessing the environmental impact of its activities and adapting its business practices to minimize this impact.

Business ethics

The SSI Group declares that:

- ✔ It conducts its business lawfully and in accordance with the laws governing business, and avoids any form of illegal coercion or bribery.
- ✔ In its activities, it shall be guided by the principles of good morals, e.g., it shall not participate in prohibited price agreements or use unfair business practices.
- ✔ It will protect all personal data to which it gains access in connection with the business relationship between the SSI Group and the client, as well as protect confidential information and information that could be considered part of trade secrets.

Quality Policy

The quality policy is expressed by the following commitments of the organization's top management

Quality policy

Our primary policy is to meet customer requirements in terms of in terms of price, but especially in terms of quality of work and meeting deadlines.

Our goal is to provide above-average quality services to all our customers whenever we do business with them. Therefore, we are committed to fulfilling the requirements of the international standard ČSN EN ISO 9001: 2001 and the continuous improvement of the effectiveness of the quality management system. Principles for customer relations, regardless of our position and role within the organization, as follows:

- ✓ We listen carefully to our customers
- ✓ We strive to understand all our customers' requirements,
- ✓ We complete every task accurately, on time, and efficiently, exchanging information with the customer.
- ✓ We treat our customers and each other with respect.

Employees

At all levels, employees are the essence of the organization, and their full involvement allows all their abilities to be used to the greatest benefit of the organization.

The policy of the organization's management is to create working conditions that will keep employees satisfied in the long term and thus prevent the turnover of high-quality personnel.

Education, technical expertise, and competence are the core values of our employees, which is why we will continuously improve their theoretical knowledge and apply it in practice.

Owners

The policy of the organization's owners is to improve the quality of work, streamline operating costs, and achieve lasting satisfaction among customers and employees.

- ✓ Secure the necessary financial, material, personnel, organizational, and other resources.
- ✓ Provide effective assistance in education, training, and instruction so that all employees are able to meet the requirements of this quality policy.
- ✓ Thoroughly understand and comply with legislative requirements, regulations, and quality assurance procedures

Organization

The organization's policy is to take a leading position among the best organizations in the Czech Republic in the field of integrated facility management.

Suppliers

The organization's policy is to establish long-term supplier relationships customer relationships and stabilizing the number of suppliers. To this end, the organization's management will:

- ✓ Work closely with your suppliers, providing them with the necessary information to ensure complete customer satisfaction.
- ✓ Continuously assist suppliers, guide suppliers to improve their performance and quality, evaluate their work, and encourage them to set and achieve further goals.



EMS Policy

The environmental policy is expressed by the following commitments of the organization's top management





Public access to information

Enable access by the public and interested parties to all information about the environmental aspects, impacts, and profile of the organization. Promote information exchange and open dialogue with employees, suppliers, customers, and cooperate with state authorities, regional offices, and interest groups.



Input materials

Enable access by the public and interested parties to all information about the environmental aspects, impacts, and profile of the organization. Promote information exchange and open dialogue with employees, suppliers, customers, and cooperate with state authorities, regional offices, and interest groups.



Responsibility

As part of environmental policy, set and regularly review environmental objectives, target values, and EMS programs.



Employee training

Educate, train, and motivate employees at all levels of management and inform them about the environmental impact of their work. Share environmental experience within the organization and between suppliers and partner organizations.



Legal and other requirements

Comply with legal requirements and other requirements relating to environmental aspects. Comply with binding limits on emissions into the environment and strive to minimize them.



Technology and operation

Ensure operations with regard to minimizing environmental impact, particularly in the areas of water, soil, air, noise, dust, emissions, vibrations, and waste.



Health and safety

Use only materials and products that are safe for their intended use. Ensure the protection of employees' health and the protection of external entities related to the environment in which the organization operates.



Prevention and improvement

Continuously improve environmental programs and the environmental profile of the organization in line with the level of technical knowledge in order to prevent irreversible damage to the environment.

OHS Policy

The OHS policy is expressed by the following intentions of the organization's top management

Health and safety at work

The management of SSI Group is aware that in order to quickly and effectively meet customer needs and continuously improve the performance of the entire organizational management system, it is necessary, among other things, to manage risks in the occupational health and safety management system with the aim of achieving positive development.

The organization's goal in the area of occupational safety and health protection is to strive for continuous reduction in the risks of harm to the health of its own employees and other persons in all activities. Therefore, the organization will continuously strive to:

- ✓ Create and reinforce the awareness of the need for "safe work" among all employees.
- ✓ Correspond to the nature of the organization's risks in the area of occupational health and safety
- ✓ Strictly comply with legislative and other requirements relating to occupational health and safety that apply to all activities of the organization.
- ✓ Identify and assess hazards associated with our activities and systematically reducing the associated risks of harm or damage to human health.
- ✓ Continuous improvement of OHS levels with the aim of minimizing risks and increasing the performance of the OHS management system.

Occupational health and safety is the responsibility of every employee. Informing employees deepens their awareness and relationship to occupational health and safety.

The company's senior management is aware that the organization can only fulfill these commitments and achieve its goals if they themselves set an example through their behavior and actions.

Achieve these objectives, the organization will set targets; their fulfillment will be monitored and evaluated by senior management.

Achieve its goals, management will identify and provide the necessary resources.

The safe work policy is consistent with the values and objectives of the organization and complements other policies of the organization.

This policy becomes binding for all employees of the organization on the date of its signing by the managing director. From the same day, there is also an obligation to make it known to the public in an appropriate manner.

The implementation of this OHS policy is the goal of all employees of the organization, our suppliers, and customers.

IMS Policy

The IMS policy is expressed in the following objectives of the organization's senior management



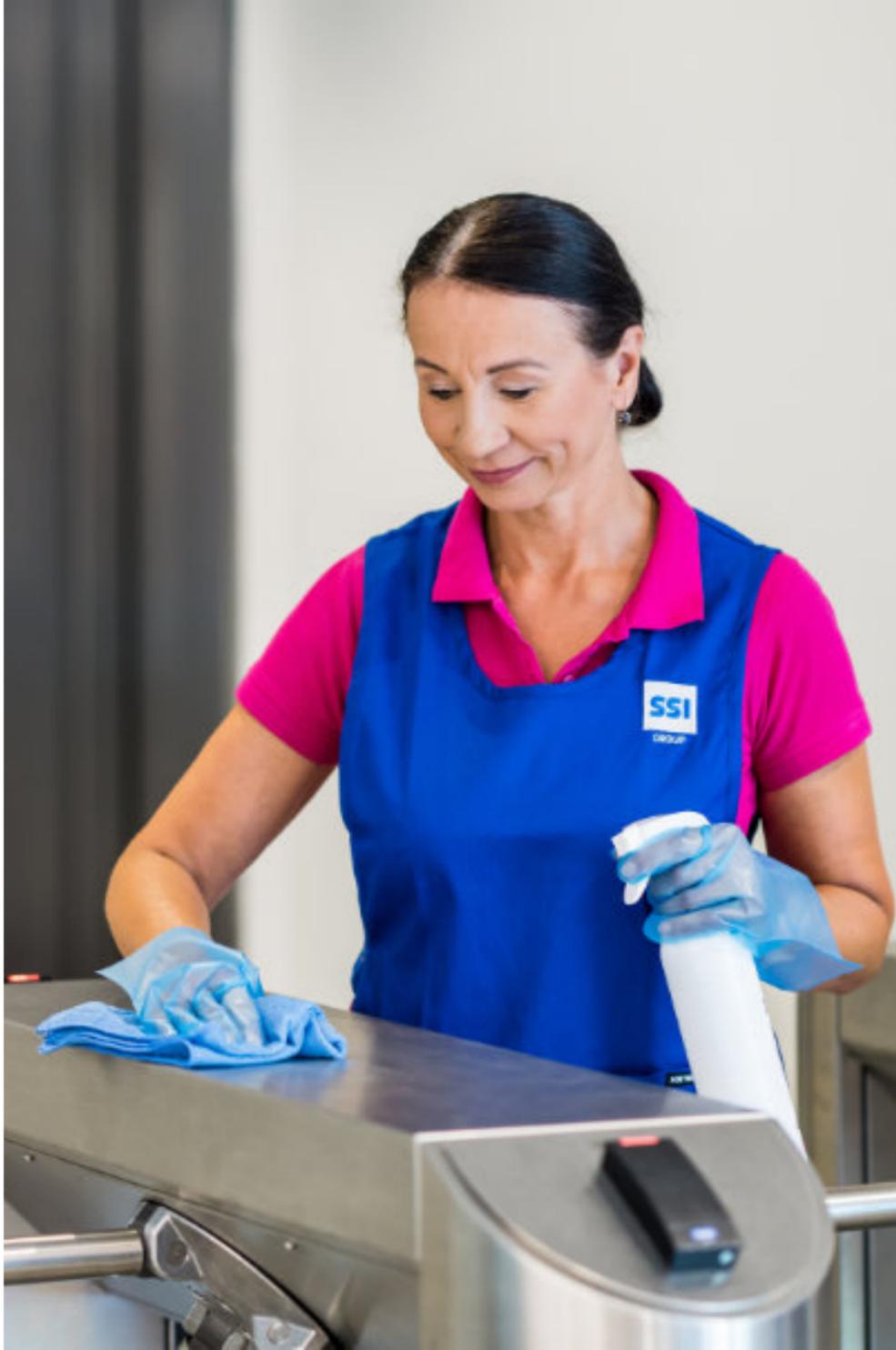
Integrated management system

The management of the SSI Group is aware that in order to quickly and effectively meet customer needs and continuously improve the performance of the entire SSI Group management system, it is necessary, among other things, to manage IMS systems with a view to their positive development.

We realize that our top priorities are customer satisfaction with the quality of our services, an environmentally friendly approach, energy management, occupational health and safety for our employees and other persons involved in all our activities, and information protection in accordance with our integrated management system based on ISO standards.

Compliance with the IMS policy is the responsibility of every employee across the entire SSI Group. By informing employees, their awareness and commitment to the quality of services provided, the good reputation of the SSI Group, and their awareness and commitment to occupational health and safety, the environment, and information protection are deepened.

SSI Group executives are aware that the SSI Group can only fulfill these commitments and achieve its goals if they set an example through their own behavior and actions. The implementation of this policy will be monitored and evaluated by the senior



management of the SSI Group. To achieve its goals and implement this policy, management will identify and provide the necessary resources.

The SSI Group is committed to complying with and does comply with all applicable legal and other relevant requirements.

The scope of the policy is defined both within the premises of SSI Group members and at all client sites where SSI Group employees work.

The IMS policy is consistent with the values and objectives of the SSI Group and complements the group's other policies.

This policy becomes binding for all employees of the SSI Group on the date of signature by the managing directors. From that day on, there is also an obligation to make it generally known in an appropriate manner. The implementation of this policy is the goal of all SSI Group employees, our suppliers, and customers.

Anti-corruption policy

The SSI Group is committed to conducting its business activities in a proper, honest, open, and principled manner. The SSI Group does not tolerate corruption and expects all parties with whom it does business to behave in the same manner.

The SSI Group prohibits the payment of bribes to clients or their representatives for the purpose of obtaining business from them. In order to help the SSI Group comply with all laws and regulations relating to bribery and corruption that may apply to its business (collectively, the "Anti-Corruption Laws"), the SSI Group's third parties shall not take any action or omit to take any action that results in or may result in any violation of the Anti-Corruption Laws.

The SSI Group prohibits its employees from accepting any bribes. Third parties of the SSI Group shall also refrain from offering, giving, accepting, or soliciting any item of value that would adversely influence a person's actions for the purpose of obtaining or retaining business or an unfair advantage in business.

The SSI Group will continuously strive for/to:

- 1 Customer satisfaction with services provided and improving service quality
- 2 Cooperation with clients to create suitable working conditions for employees at their workplaces
- 3 Continuous professional development of employees
- 4 Continuous reduction in accident rates
- 5 Compliance with standardized procedures across the entire SSI Group
- 6 Compliance with relevant legal and other requirements, respect for the principles of ethical business conduct
- 7 Compliance with relevant legal and other requirements, respect for principles of ethical business conduct
- 8 Open communication with both our own employees and other stakeholders
- 9 Protection of information belonging to our customers, contractual partners, and employees
- 10 Introduce new procedures and technologies that are more efficient and reduce the burden on the environment while improving the quality of the service provided.
- 11 Selection of suppliers who respect the same values and principles with regard to the service provided



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