



Slogan:

BRANO GROUP

**Locks,
jacks
and car
components
For
all the
continents.**

**Hradec nad Moravicí
August 2019**

BRANO GROUP ETHICAL CODE

We support environment, where all members of a team contribute to success, safety and harmony at the workplace, in the company and on the way from supplier to customer.

Company principles:

- Follow the legislation of The Czech Republic, fulfilling the obligations according to this legislation and also to the contractual relationships between customers and suppliers.
- Think of meeting the obligations concerning the contracts, agreements commitments and of correct and fair conduct between business partners as of the key rules for one's behavior.
- Behave in a manner that creates the atmosphere of trust and absolute fairness.
- Guarantee the quality of company products and services in the scope of valid standards, certificates, declarations and descriptions, which concern those products and services. Also provide the business partners with all additional information required for correct and safe use of supplied products and services.
- Continuous development of the company's culture and its continuous innovation
- Make commitment to protect the environment (by development and manufacture of ecologically conscious products with guaranteed responsibility for the products effects on the environment during its whole life span). This commitment includes also a truthful and open communication with all interested parties about the company's effect on the environment.
- Maintain the policy of continuous improvement of all measures for the protection of health, safety and environment in order to achieve positives results and thus continuously improve the company profile.
- Never use unfair practices such as obtaining information illegally, bribing, price agreements etc. which can cause harm or danger to other subjects operating on the market concerned.
- Deal with the personal data according to the relevant legislation and guarantee the protection of the privacy and the integrity of the individual of all, whose data are handled by the company insofar as is strictly necessary for its activities.
- Our employees are encouraged to conduct honestly and fairly with a sense of personal responsibility and to bear responsibility for respecting these company principles.
- Our company employs its employees, who all must be over 18 years old, based on their skills necessary for their work position and the company does not discriminate its workers based on race, religion, political affiliations, gender, age or status. All our employees are treated fairly and with respect. Our company does not tolerate any form of discrimination, bullying, child labor and forced labor.
- All employees shall be aware that both their workplace conduct and their conduct outside of the workplace represent BRANO GROUP a.s. as a company and that their conduct, actions and their words may also negatively affect the good name of the company.



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Employee ethical policy:

- My conduct is always honest, open and fair.
- I am responsible for the results of my work. My work is effective and high-quality.
- I respect the customer who will use the results of my work: quality is the main focus of the company.
- I am aware of the fact that the customer does not depend on our company but that the future of our company depends on the customer.
- I work independently but in case of key decisions concerning the company I am aware that team work is necessary.
- I like team work and I strive to work in a successful team. I respect the mutual willingness to cooperate.
- I respect the tasks of my coworkers and I do not dismiss their proposals when solving problems – my coworkers and I, we all work on achieving the company goals.
- I think outside the box – I am no stranger to creativity.
- I am ready to react to changes when changes to my work are necessary for the interests of the company.
- For me, it is natural to:
 - Be proud of the company I work for
 - Publicly support the company brand and its results
 - Work on propagation of the good name of the company
 - Keep my appearance clean and befitting my post
 - Keep my workplace clean

Claims, comments and breaching of the policy by an employee, a company or by interested parties:

In case, an employee has any questions or uncertainties or they wish to report information regarding the breach of this ethical code, they may do so by:

- Informing their supervisor
- Posting the complaints or the initiative into a postbox labelled “Ethical code” at the HR department
- Sending an email to personalistika@brano.eu (applies to interested parties as well)

The company shall investigate fairly and thoroughly all reports and shall adopt appropriate countermeasures. The company expects that all employees shall cooperate during this internal investigation.

The company shall make no actions against the person who reported the potential breach of the ethical code. That means the employee will not be dismissed or be discriminated against as a result of informing about the potential breach of rules. However, this does not apply to persons, who willingly and intentionally falsely reported breach of rules or provided the company intentionally with false information.

Every company which is a part of BRANO GROUP a.s. is and shall be only as good as are its employees. That is why we will always strive to employ only the best. And as a company we shall provide our employees with the chance to become the best.


Pavel Juříček
Předseda představenstva
BRANO GROUP, a.s.


Jozef Hodor
Generální ředitel
BRANO a.s.


Petr Wozniak
Představitel managementu pro kvalitu
BRANO GROUP, a.s.