



## CODE OF ETHICS

This ethical code is a fundamental document that establishes the basic principles of ethical conduct and expected behavior of employees within the Porexi company. It does not seek to promote new behavioral principles but formally regulates and establishes accepted and common rules of conduct for the Group. The ethical code applies to all company employees and extends to all collaborators and external entities performing activities or tasks entrusted by the company.

### **Introductory Provisions of the Ethical Code**

#### **Binding Nature of the Ethical Code:**

The ethical code is an internal regulation of the company, and every employee must adhere to its established ethical standards as part of the company's philosophy.

#### **Purpose of the Ethical Code:**

The purpose of this code is to provide guidance to our employees, colleagues, and partners for conducting business in accordance with the highest ethical standards. Compliance with it promotes the company's values and helps promote and protect our brand. The code also serves as a tool for identifying and addressing ethical issues and provides a mechanism for reporting unethical behavior.

#### **Employee Responsibilities:**

The company expects employees to uphold honesty and mutual respect and to actively report any possible illegal, fraudulent, or unethical behavior. Non-compliance with the code will not be tolerated, and the company commits to protecting the anonymity of anyone reporting violations.

### **Basic Principles and Ethical Code Principles**

#### **Compliance with the Law:**

Every employee is required to comply with laws and internal regulations of the company and to act honestly and morally.

#### **Environmental Protection:**

The company is committed to environmental protection and reducing the negative impact of its activities on the surroundings.

#### **Mutual Respect:**

Every employee must respect their superiors and colleagues and treat them with respect and courtesy.

#### **Confidentiality Protection and Duty of Confidentiality:**

Employees are required to maintain the confidentiality of information related to the company's business activities and to avoid unauthorized sharing.

#### **Health and Safety:**

Every employee must comply with safety and health regulations and participate in emergency preparedness plans.

#### **Loyalty:**

Employees have a duty to uphold the company's good name and act in the company's interests.

#### **Teamwork:**

Teamwork is a key principle of the company, involving collaboration, respect, and support for colleagues.

**Substance Abuse Prohibition:**

The company prohibits the use of alcohol and drugs in the workplace and requires employees to be sober during working hours.

**Diversity and Equal Opportunities:**

The company strives to create a working environment based on equal opportunities for all regardless of personal characteristics.

**Harassment and Workplace Violence Prohibition:**

The company does not tolerate any forms of harassment or violence in the workplace and commits to ensuring a safe working environment for all employees.

**Protection of Company Property:**

Employees are required to protect the company's property and use it only in accordance with its intended purpose.

**Ethical Principles of Business and Relationships Outside the Company**

**Principles of Dealing with Authorities:**

The company commits to complying with laws and ethical standards when communicating and collaborating with authorities.

**Principles of Dealing with Customers:**

Employees have a duty to deal with customers honestly and provide them with accurate information.

**Principles of Dealing with Suppliers:**

The company maintains transparent and honest relationships with its suppliers and adheres to tendering procedures.

**Principles of Dealing with Competition:**

The company commits to complying with competition laws and not participating in agreements that restrict competition.

**Avoidance of Conflict of Interest:**

Employees commit to avoiding conflicts of interest and protecting the company's interests over their own interests.

This code is a basic framework for ethical conduct within the company, and it is expected that every employee will act in accordance with its provisions and the company's values.

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