



Code of Ethics



Trust



Business Scale



Reliability



Relationship



Morality



Choice

Letter from CEO

I am pleased to present our report on responsible business conduct. Through it, we want to present to you the most important results achieved by our company M-Chemicals, s. r. o. and inform you about our business activities.

The choices we made yesterday and the choices we make today will significantly affect our future and, above all, the future of our children. It is very important to consider every step we take because the traces are indelible. We are witnessing an ever-increasing population, consumption of water, energy and other natural resources. On the other hand, water supplies, energy resources and air quality are diminishing. While at the turn of the 18th and 19th centuries, there were 1.6 billion people in the world, today the population reaches 7.9 billion. As populations grow, so does consumption - the world's demand for cereals, drinking water and timber has tripled in the last 50 years. However, natural resources are limited, so companies should strive for sustainable development and act responsibly.

Although our company M-Chemicals, s.r.o. is not a large corporation, we strive to do business responsibly. For us, the report is an impulse for further progress and fulfilling our economic, social and environmental commitment.





Our Business Vision

Our company has a **vision** of being a **reliable partner**, fulfilling tasks and services in relation to suppliers and customers, being a **responsible and innovative** company, and behaving in an **ethical** manner towards customers and co-workers.

Although we are not a large company in terms of the number of employees or the number and size of our operations, we have decided to join a concerted effort of companies all around the world that are trying to do business responsibly. We are convinced that medium and small companies and entrepreneurs have an indispensable role to play in **preserving sustainable development**. They represent a high percentage of the economy, and it is therefore very important that they do business responsibly. **Sustainable development** concerns three areas - economic, environmental and social. We also focus on these areas.

Responsibility also extends to **company culture**. This report aims to provide transparent information about our business activities and to earn the **trust** of our clients, employees and other partners. The figures and results of companies are shown in the classic annual reports. But the report on **responsible business conduct** also offers qualitative data - data on how we meet our commitments in relation to clients, employees, suppliers and the environment. The data will help our partners, with whom we cooperate, as well as the public to form a comprehensive picture of our company M-Chemicals, s.r.o.

You can contact the contact person with any questions you may have about this report or to supplement the information:

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Our Code of Ethics



The Code of Ethics of our company is a [basic document](#) declaring the ethics of business behavior, the [basic principles](#) of the company's behavior towards customers and regulates the ways of behavior of employees within the company and in relation to the external environment.

Ethical behavior is [essential](#) to our success and to preserving our company's reputation. Proper leadership of employees and managers contributes to the achievement of the company's strategic plans and vision. Our effort is only credible if we [comply with the law and act honestly, responsibly and with integrity](#).

The Code of Ethics is a document [binding on all employees of the company](#). The company shall deliver the Code to each employee for review so that the employees fulfil their obligations by the principles set out in the Code of Ethics.



Our Code of Ethics



Health and Safety

In accordance with the Slovak legislation, the company provides for safety and health of its employees. As we are not a manufacturing company, the nature of our work does not require special protective equipment. However, this does not exclude our efforts to ensure a safe and suitable working environment and working conditions. The company employees are entitled to a comprehensive medical examination once a year, provided by the medical clinic and fully paid for by the company M-Chemicals s.r.o. The company ensures regular inspections of the working environment also from a health point of view. M-Chemicals s.r.o. provides employees with flexible working hours, in case of a justified request from an employee (e.g. care for a family member) it allows part-time work.

Employee Training Program

It is in the company's major interest to improve the qualifications of its employees, to deepen their knowledge and skills. The company encourages its employees to participate in training and courses that will enable them to grow in their careers.

Protecting the company's reputation

Each employee represents the company's name and interests. In public, in business dealings, and in communication with customers, the employees represent not only themselves as private persons, but also their company and shall act in the sense of preserving the company's reputation. The employees shall protect the material and intellectual property of the company and to use the working means for work purposes. The company is committed to respecting copyrights and using only legally purchased software in its work.

Environmental protection

Like any business activity, the activity of the company M-Chemicals, s. r. o. has a certain impact on the environment. The employees shall comply with applicable environmental protection regulations. To achieve business growth while minimizing the environmental impact, the employees monitor the environmental impact of the company's operations. They apply the knowledge gained in this way in practice and take measures to improve energy efficiency, reduce energy consumption and waste production.

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Conflict of interests

The personal interests of the employees shall not interfere with their duties to the company and shall be handled in such a way as to avoid conflicts of interest. The employees shall not use/misuse information obtained in the course of their job duties and arising from their job classification. The employees shall not accept, solicit or give a bribe. The company does not tolerate direct or indirect corruption in business dealings, bribery or fraud. Proof of such action by the employees shall result in termination of employment.

Unfair competition

The employees shall be guided by the principles of fair and open competition in the interest of preserving the reputation of the company. Dealings with competitors shall be direct and honest, and information about competitors shall not be obtained by dishonest or illegal means. The company does not engage in any unfair competition.

Discriminatory practices/sexual harassment

The employees have the right to fair and courteous treatment by supervisors and co-workers. The employees shall not engage in any form of hostile, intimidating or threatening behavior. The company respects the privacy of its employees and treats everyone with respect regardless of race, color, nationality, origin, gender, sexual identity, religion or worldview and political opinion. Harassment of any kind, including sexual harassment, is prohibited.

Political engagement

It is forbidden to use the company's trade name, reputation and assets for political purposes. It is unacceptable to conduct political activities during working hours and at the company workplace.

