

Code of Ethics PPHU JURCZAK Jacek Jurczak



The Code of Ethics of "Jurczak" Jacek Jurczak Production-Commercial-Service Company defines the principles, rules of conduct and values to be followed in interpersonal and business relationships, as well as in protecting the Company's property and positive image.

GENERAL RULES

- The standards of behaviour contained in this Code apply to all Employees.
- The Company shall continue to create a working environment that enables its Employees to comply with the standards contained in the Code.
- The Company shall make every effort to ensure that its business operations are carried out in accordance with the letter and the spirit of law as well as other accepted standards of business conduct, which are reflected in the Company's internal bylaws.

COMMON VALUES OF PPHU JURCZAK Jacek Jurczak

Commitment

We are fully committed to each and every project and the success of our Clients is our greatest satisfaction.

Respect

We require trust, honesty and mutual respect both from ourselves and from others.

Quality

We always maintain high quality standards in all of our activities.

Professionalism

We continually upgrade our qualifications and are willing to share experience.

Effectiveness

We are ambitious and consistent in striving to achieve our goals.

Responsibility

We take full responsibility for our work and environment in which we operate.



MUTUAL RELATIONS

Equality

- We comply of the Universal Declaration of Human Rights and Fundamental Principles of the International Labour Organization.
- Oppose the force labour and children labour.
- We follow the principles of equal and fair employment, remuneration, professional development and promotion of our Employees.
- Ensure fair remuneration for work.
- Our Employees are treated equally, regardless of their race, gender, religion or political beliefs.
- Support freedom of association.
- We rely on mutual trust and respect and proper dealings with others, regardless of their position and function within the Company.

Relations

- We do not accept any abusive behaviour, violating the dignity and good name of others.
- We do not accept any form of mobbing: insulting, humiliation, discrediting, slandering or intimidation of others.
- We do not accept any form of sexual harassment, persecution and violence.
- We do not accept spreading of any rumours or other messages that would result in conflicts or disturb good relations and cooperation.

Communication

- We strive to communicate precisely and unambiguously.
- We provide complete, objective, timely and understandable information.

PROTECTING THE COMPANY'S IMAGE

- We do care about the positive image of our Company.
- We behave in a way that does not compromise the good image of the Company. This also applies to our behaviour outside of the regular time and place of work.
- We take care of neat and dignified appearance, appropriate to our tasks.

SAFEGUARDING THE COMPANY'S PROPERTY

- The Company's assets shall serve to achieve its business goals.
- We do not use the Company's assets for our private purposes except when this has been dealt with separately by the Company. This rule also applies to assets entrusted by clients or business partners.

CONFLICT OF INTEREST

- We shall not allow the occurrence of any situation in which our private interests, or the interests of our relatives or related persons, would be in conflict with the Company's interest.

BUSINESS CONDUCT

- We comply with the best practices of business conduct.
- We adhere to the principles of fair competition.
- We are honest and conduct responsible in relations with our customers, counterparties and public authorities.
- We do not tolerate illicit financial benefits, any forms of extortion, forcing or corruption, facilitating payments, money laundering, as well as financing of terrorism, etc.
- We strive to do business only with those entities which operate in accordance with legal regulations and comply with all formal requirements imposed by the Company on its contractors.
- We make every effort to ensure that our Suppliers and Subcontractors know our rules and act in accordance with them. We expect to adhere to similar standards and conduct business in an ethical manner, consistent with the values and principles of corporate social responsibility and sustainable development.

ETHICAL CONDUCT

- Ethical conduct encompasses both compliance with applicable social and national and international regulations as well as with the principles described in this Code.
- We respect rights of local residents and cooperating with regional organizations and authorities.
- We educate, train and motivate employees to perform their obligations in a manner according to ethics principles.
- All Employees are obliged to comply with this Code.
- We are all responsible for preventing the occurrence of any violations of this Code and, in the event of such violation, we should promptly notify the immediate supervisor or senior managers.
- We are all committed to improving the application of our Business Ethics Policy.

The management and employees of the company are familiar with this Code of Ethics and I undertake to comply with it.

