

BUSINESS ETHICS POLICY

Scope of application

This policy defines the requirements for Business Ethics that apply to all Employees in the Company including its Subsidiaries and Business Partners.

Basic requirements

- Every Employee shall carry out his or her duties in accordance to the highest ethical and moral standards and to the best interest of the Company;
- Every Business Partner (i.e. Supplier, Contractor, Consultant, Customers and Other Authorities) is to act within the highest ethical and moral standards and in line with the policies, procedures and rules of the Company;
- Full compliance of the national laws and legislation;
- Under any circumstances to act professionally and with honesty;
- In case of conflict, Employees are to place Company's interest before their own interest;
- When making business decisions, our personnel is to practice fair treatment to all our Business Partners.

Compliance

- Compliance of the Business ethics policy is provided through a framework of procedures which includes establishment of purchasing committees, application of statements for gifts and entertainment, statements for interest of Business Partners, corporate records, audits and investigations, usage of company resources, disciplinary procedure and sharing confidential information;
- Any actual, potential or perceived conflict of interest is to be reported immediately to any member of the Management team or Security department;
- Business Partners are to obtain information from the Management of the Company when in doubt about ethical behavior, treatment and / or actions;
- Any concerns regarding unethical activity in the Company or in relationships with the Company's interest must be reported through the various channels described in the 'Business Ethics' procedure. The Company ensures the anonymity of the initiator of the report;
- The management is obliged to publish and distribute the Ethics Policy and Procedures to its personnel.

Kavadarci, 21/02/2020