

SPLAST
Anti-Corruption
Policy

Counteractions against corruption

Integrity and credibility are the values applied by SPLAST in all operations and activities. Any kind and form of corruption or bribery is intolerable.

Corruption and bribery are defined as offering, demanding or receiving by one party any form of benefit in order to grant a contract or an order, application approval, quickening given process or any form of preferential treatment of any party.

SPLAST requires its employees to obey following rules:

- a) neither give illegitimate material or any other benefits nor generate situations which may be viewed as corruption activity,
- b) neither receive illegitimate material or any other benefits nor generate situations which may be viewed as corruption activity (in particular money, valuable gifts, rewards, funded excursions, travels and stayings at resorts received from any clients, rival companies or business partners); each employee must be aware that gifts or invitations, although made in goodwill, may affect objectivity towards an offerer,
- c) do not seek any material benefits while operating on behalf of SPLAST,
- d) do not preferentially treat any of the Company's suppliers,
- e) refuse bribes of any kind and form; any received offer must be promptly reported to the Board.

Concurrently, it shall be stated that appropriate gifts, dinner invitations are acceptable as the means of establishing good business relations.

Low-valued gifts or promotional products, usually handed out to clients are acceptable, unless such gift may be considered as a form of pressure on the decision-making process.

When in doubt if receiving gift or invitation for a funded event is morally righteous, it is advised to report such situation to either direct supervisor or the Board and follow their advise.

Conflict of interests

SPLAST employees shall avoid any situations in which private interests of theirs or their closed ones may contradict the Employer interests.

Employees shall not engage in any ventures or activities which may negatively interfere with the Company's interests or undermine employee's or the Employer's credibility.

Each employee is required to inform their supervisor on any plausible conflict of interests.

Following are the most frequent situations which may lead to a conflict of interests:

- illegitimate gratifications,
- concurrent employment in a rival company,
- shares in a rival company,
- close relations or family ties with suppliers, rival companies or clients,
- communication with a rival company with an intention to violate fair competition rules or gaining private benefits,
- favouring by an employee any of the clients or suppliers in order to gain private benefits for self or closed ones.