

Code of Conduct at NMS, s.r.o.

Code of Conduct

The Code of Conduct at NMS s.r.o. (further Code of Conduct) contains important rules of conduct to help us deal properly and adequately with ethical and legal issues in strategic planning as well as in decision-making processes and environmental policy. Where regional circumstances so require, the Code of Conduct is supplemented by local standards.

Our Code of Conduct is not a static document, but a living document that is constantly evolving and adapting to the constantly changing legal and economic conditions that affect NMS, s.r.o (further NMS) as a globally operating company.

The requirement of NMS, s.r.o to conduct business operations in an ethically and legally flawless manner is inextricably linked to the way we approach our daily work. Therefore, without exception, we expect employees to, in addition to internal rules, follow the law, prevent conflicts of interest, protect the assets of NMS, s.r.o and the customs, traditions and social customs in the individual countries and cultures in which NMS, s.r.o operates. Misconduct, which, of course, includes solutions to avoid or circumvent the rules, will never be in the interest of NMS, s.r.o.

The areas covered in this Code of Conduct are further explained in the **NMS Employee Handbook**. If you have questions or identify a problem in this regard, please contact your supervisor. He will be happy to help you find a clear answer to your questions. And most importantly: follow the Code of Conduct and do not allow other colleagues to follow it. We should never forget that we define ourselves precisely through our values and the way we follow them in contact with third parties. Our reputation and our good reputation are in your hands.

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1. RESPECT FOR LAWS AND LEGAL NORMS

NMS, s.r.o is represented in many markets in several parts of the world and is therefore subject to different legal orders.

If we want to be responsible members of the company, it means that the employees of NMS, s.r.o comply with all applicable laws, regardless of whether they apply locally or regionally, and at the same time respect national customs, traditions, and other social norms. Violation of these rules could seriously damage the reputation of NMS, s.r.o or cause other negative consequences.

2. INDIVIDUAL RESPONSIBILITY FOR THE REPUTATION OF NMS, S.R.O

The seriousness of NMS, s.r.o fundamentally determines the actions and actions of each employee, regardless of their job position in NMS, s.r.o. Even the wrongdoing of an individual can cause serious damage to NMS, s.r.o. Personal integrity and a strong awareness of responsibility help us decide which behavior is appropriate in a particular situation. In this context, we should always ask ourselves the following questions:

- Does my actions and decisions comply with the relevant laws and standards, as well as the values and standards of NMS, s.r.o?
- Do I act and decide in this case appropriately and without a personal conflict of interest?
- Could my decision successfully face a critical review by management?
- Does my behavior contribute to the reputation of NMS, s.r.o as a company that adheres to high ethical and legal standards?

3. MUTUAL RESPECT

The success of NMS, s.r.o depends on our responsibility for developing and supporting the skills of our employees. Employees and jobseekers are assessed based on the equal access rule. Listing vacancies, hiring, remuneration and mutual treatment, as well as the support of our employees are carried out in compliance with all relevant laws and regulations.

We strive to create an environment shaped by mutual respect, support, and teamwork. Our goal is to create an attractive environment for talented and motivated employees that will support them in the development and use of their potential, regardless of their individual assumptions.

Each of us has a responsibility to create a productive work environment that values diligence as well as trust and respect. We are aware of our commitment to respect the personal honor, privacy, and personality rights of each employee, as well as our customers, service providers and suppliers.

NMS, s.r.o expects its employees, customers, service providers and suppliers to respect and adhere to these principles.

4. SAFETY, HEALTH, ENVIRONMENT

NMS, s.r.o and all its employees are co-responsible for the protection of people and the environment, as well as for the fact that the sites we operate are a good place to live and work. The protection of people and the environment and the careful handling of resources have long been the basic goals of NMS, s.r.o. NMS, s.r.o is committed to sustainable and socially responsible development, to creating safe and healthy working conditions, as well as to striving for continuous progress in the field of safety, health, and the environment.

Each of us is obliged to:

- carry out their work in a way that does not endanger third parties or the environment,
- report any accidents, malfunctions, or other threatening circumstances to the relevant internal department without delay to prevent possible hazards and damage to a minimum quickly and effectively.

5. CONFLICTS OF INTEREST

We expect ourselves, as well as those with whom we are in contact, to respect the highest ethical standards. It is necessary to strictly separate the private interests and the interests of NMS, s.r.o. Therefore, all employees should avoid situations that could lead to a conflict between their personal interests and the interests of NMS, s.r.o. In contact with existing or potential customers, suppliers, and competitors, they must always act in the best interests of NMS, s.r.o and exclude the emergence of any personal advantage.

Potential conflicts of interest may arise in the following situations:

Business relations

- In business relations with another company in which an employee of NMS, s.r.o, or their relative or acquaintance, has a significant business share, directly or indirectly.
- In business relations with another company, in which a relative or known employee of NMS, s.r.o, resp. a relative or acquaintance may have a financial interest in the business relationship.
- In business relationships with former employees or with employees and relatives and friends of the employee.

In the event of a possible conflict of interest, it is necessary to inform the superior about this fact and wait for the decision on further action.

Private activities

Integrity and loyalty are irreplaceable even in the private activities of employees that may affect NMS, s.r.o. All employees are required to have their additional work activities approved by their supervisor, if:

- such activities or preparatory work could affect the operational and work performance of employees,
- such activities could lead to a conflict with the current or potential business activities of NMS, s.r.o,
- the equipment of NMS, s.r.o is used, or they use the operational experience or expertise of NMS, s.r.o.

Written consent is expressly required from the relevant personnel department even in cases where the employees of NMS, s.r.o want to take up a job position in a company with which NMS, s.r.o is in a business relationship or in a competitive relationship.

Social commitment

NMS, s.r.o welcomes the private involvement of employees in associations, parties or other social, political, cultural or social facilities, as long as they pursue generally accepted and legally permissible goals and the involvement itself does not jeopardize the fulfillment of contractual work obligations. However, such involvement must not lead to influencing the perception of NMS, s.r.o. Employees may not refer to the opinion of NMS, s.r.o. when making personal statements in public.

6. TREATMENT OF BUSINESS PARTNERS AND AUTHORITIES

We expect our suppliers and service providers to meet our ethical standards.

In the market, the company NMS, s.r.o is defined through the quality and value of its innovative products and services. We make decisions based on known economic criteria while respecting applicable laws and standards.

In our business dealings with others, we behave flawlessly, comply with applicable laws and applicable legislation regarding corruption, bribery, and fraud, and prevent any conflict of interest.

Receiving and providing benefits

We are aware that to maintain long-term business relationships, we must prevent any sign of a conflict between personal interests and the interests of NMS, s.r.o. As employees of NMS, s.r.o, we acknowledge our responsibility to behave in business

relationships so as not to create personal dependencies or obligations of any kind. We must not be influenced by any kind of gifts, benefits or other benefits in our business decisions and behavior. We are aware that the provision or acceptance of such benefits exposes NMS, s.r.o to legal risk and may damage our business relationships and our reputation.

Therefore, employees may not, directly, or indirectly, promote, receive, offer or otherwise provide undue benefits in the course of their business, whether in the form of money, gifts or other contributions or services. This applies in relation to persons, companies, as well as in relation to authorities and other institutions. It is particularly inadmissible to offer or provide any benefit to a domestic or foreign public office representative.

Permission

If employees plan to give a gift or benefit to someone, they should ask the recipient to have their superiors approve the acceptance of the gift or benefit with the least uncertainty as to whether the decision is not affecting the decision. If the recipient refuses, it is a confirmation that he does not consider the gift or benefit to be correct.

In case of any ambiguity, the employees of NMS, s.r.o must have the acceptance of gifts or benefits approved by their superiors.

Money laundering

No employee may deal alone or with other persons in violation of domestic or foreign anti-money laundering regulations. In case of uncertainty regarding financial transactions that involve a cash transfer, the finance department needs to be informed and involved soon enough.

7. MARKET BEHAVIOR IN MARKET COMPETITION

NMS, s.r.o and its employees are unconditionally bound by the principle of fair market competition and comply with the legal rules against the restriction of competition in the individual countries in which NMS, s.r.o operates.

As the legal assessment depends on individual laws and circumstances and may prove problematic in individual cases, it is necessary to inform and involve the finance department in case of ambiguity. Nevertheless, rules of conduct are defined which typically constitute an infringement of the competition rules:

Relations with competitors

Agreements with competing firms and coordinated practices aimed at preventing or restricting competition are prohibited. These include agreements on prices, offers, conditions of sale, production, or sales quotas, as well as the distribution of customers,

regions, markets or production programs. Not only formal agreements are prohibited, but also coordinated behavior, for example in the form of informal talks or so-called informal gentlemen's agreements aimed at restricting or influencing market competition.

In the treatment of our competitors, we must strictly ensure that we do not provide or accept information from which conclusions can be drawn about current or intended conduct on the market by the information provider. The relevant legal department needs to be involved before such activities take place with competitors that involve the exchange of information. Information on current or future prices, margins, costs, market shares, internal statistics, terms of sale and specific customer / buyer information may not be provided to competitors, resp. receive from or exchange with competitors.

Customer relations

Relations with our customers, suppliers, as well as patent or license holders are also subject to a few fair market legislations. According to these rules, no employee may restrict the customers of NMS, s.r.o in their free choice regarding pricing or supplier relationships with their business partners (in terms of territorial, personal, or material). Exclusivity agreements and non-compete obligations are also prohibited.

Abuse of a dominant market position

Due to its market position, NMS, s.r.o is often subject to special rules for some products. Thus, for example, it may be an abuse of a market position for different treatment of customers without substantive justification, refusal to supply goods, enforcement of disproportionate selling or buying prices or conditions, or barter transactions without a material basis in the form of required additional service.

Involvement in the activities of unions and business associations

Regardless of whether cooperation within unions and business associations is beneficial, there is always a risk of possible breaches of competition rules associated with these activities, as these companies typically cooperate with competing companies. Employees of NMS, s.r.o may participate only in such events that pursue an acceptable purpose. A record of such events must be made available for inspection. Any comparison with competitors or exchange of information must comply with the relevant legislation. In case of doubt, the relevant legal department should be consulted.

8. PROTECTION OF PROPERTY AND SENSITIVE INFORMATION IN COMPETITIVE RELATIONSHIPS

All employees are responsible for the protection of tangible and intangible economic assets of the NMS, s.r.o. Material economic assets include all objects such as buildings, land, products, vehicles, computers, inventories, and other forms of documents. Intangible economic assets include know-how, competition rules, technologies, trade secrets and other information that are valuable and important to NMS, s.r.o and therefore require protection.

In this context, IT security is of paramount importance. All employees are obliged to use all electronic information systems with respect and in an ethically and legally flawless manner, while using security measures and procedures (especially password and encryption) to protect all data of NMS, s.r.o.

Private use of corporate property

The equipment and furnishings of offices and production premises, as well as other company property, may be used by employees for non-company purposes only with the express permission of the relevant places or in accordance with the corresponding internal company rules.

Handling of confidential information

All employees are obliged to maintain confidentiality about any internal affairs of NMS, s.r.o, which have not been expressly released by the relevant department for communication to the public.

It is not permitted to provide unauthorized persons inside or outside NMS, s.r.o with confidential internal information, such as business strategies, research results or content of an internal nature. This also applies to information that employees have obtained in confidence from third parties. If, for operational reasons, confidential information is to be disclosed to third parties, a specific permit must be requested from the supervisor. At the same time, it is necessary to check whether it is not necessary to conclude a confidential information management agreement (NDA) approved by the internal legal department with a third party before the transfer of information.

Employees who, based on their affiliation with NMS, s.r.o, learn confidential information that is not intended for the public may not use this information for their own benefit or for the benefit of other persons.

9. PREVENTION OF CONTRACTUAL RISKS

NMS, s.r.o takes seriously its contractual obligations towards third parties. To avoid possible misunderstandings or unintentional consequences, the risk management of NMS, s.r.o requires that all employees who are responsible for concluding agreements and contracts carefully consider the rights and obligations, resp. risks arising from the contract.

10. FINANCIAL INTEGRITY

To maintain the trust of our employees, business partners, as well as the public and government institutions, our financial reporting must always be correct and truthful.

Reporting

All records and reports that are intended for publication must be prepared at the right time and considering the relevant legislation.

Book keeping

According to legal regulations and in accordance with internationally accepted accounting standards, data records and accounting records must always be complete, correct, created at the right time and in accordance with the accounting system. Asset flows, financial transactions, income status, as well as payment flows of NMS, s.r.o must provide a picture of the actual situation. We always carry out our business in places where NMS, s.r.o is active, in accordance with all relevant laws.

11. ENVIRONMENTAL POLICY

NMS is committed to running its business in a responsible, environmentally sound, and sustainable manner. We recognize that our supply chain, processes, and products have both direct and indirect environmental impacts. We seek to identify these and to find effective ways of eliminating or reducing them. Our aim is to achieve continuous improvement in our environmental performance. Throughout our global operations we regard compliance with the law as the minimum standard to be achieved and will put in place additional environmental programs to go beyond compliance where appropriate.

Environmental Objectives

Our environmental objectives have been chosen, and are regularly reviewed, to ensure that our actions effectively implement our environmental policy; they are:

- To take significant environmental aspects and impacts into account throughout our operations, maintaining a functioning environmental management system at our facilities.
- To ensure that environmental issues are properly assessed and considered when key decisions are taken about supply chains, processes, and new product development.
- To establish and measure the significant environmental impacts of our operations, set targets for performance improvements and monitor progress against those targets in areas including but not limited to energy, greenhouse gas emissions, water usage / quality and waste.
- To minimize the air pollution and maintain the air quality we incentivize our employees to use non-engine transportation means by providing bike racks
- To further minimize the air pollution to maintain 2 days per week a not-meat diet by informing our employees about the negative impact of meat production on the environment
- Not to use products and chemicals that have significant negative impact on the environment. If case such chemicals are used the disposal of such must be conducted as per definitions and international standards indicated by the manufacturers in a sustainable way.
- To use energy and natural resources wisely and efficiently, eliminate and minimise waste, and re-use and recycle where practical.
- To make a real and meaningful contribution to mitigating climate change and global water scarcity, by reducing greenhouse gas emissions and water impact across the complete lifecycle of our products and their packaging, reflecting national and international government agendas when setting targets.
- To engage with our suppliers, customers, and other stakeholders on environmental issues, including the sustainability of our raw and packaging material supply chains
- To ensure that employees have a level of knowledge and understanding appropriate to their environmental responsibilities and are aware of actions they can take to reduce their impacts.

12. REPORTING VIOLATIONS, ENFORCEMENT, SANCTIONS

The rules of this Code of Conduct reflect the basic components of the business culture of NMS, s.r.o. However, the Code of Conduct cannot be understood as a basis for enforcing a certain behavior of NMS, s.r.o, resp. to justify the contractual requirements against NMS, s.r.o. We, the employees of NMS, s.r.o, are aware that violations of the law, regardless of whether they are part of this Code of Conduct or other standards of NMS,

s.r.o, may be sanctioned by sanctions, claims for damages or termination of employment relationship. Supervisors may be held liable if they neglect to detect such breaches in their area of competence, which failure results from insufficient supervision of the staff entrusted to them.

Consulting

NMS, s.r.o strives to provide its employees with all the information and advice they need to be able to prevent violations of the law or. rules of the Code of Conduct or other standards of NMS, s.r.o. However, in case of any ambiguity, all employees are invited to contact their superior, legally, resp. company management.

Complaints and warnings

Violations of laws, the Code of Conduct or other standards of NMS, s.r.o may be reported to the relevant superior, legal resp company management.

Notifications must comply with applicable laws. Anyone who knowingly provides false information about another person in this connection may be charged with a criminal offense.

Repression

NMS, s.r.o will not apply any reprisals against employees who pointed out violations of the rules. NMS, s.r.o will not tolerate any attempts to prevent employees from reporting violations of the rules.

Date: 14/01/2022



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Dr. Ing. Igor Lengyel
Company President

CODE OF CONDUCT - ANNEX

Conflicts of interest, gifts, and invitations

Corruption, bribery, and unfair trade practices

NMS, s.r.o expects unlimited loyalty from its employees. To avoid conflicts of interest, the decisions we make as employees of NMS, s.r.o cannot be influenced by our personal interests and external influences.

1. Conflict of interests

The risk of a conflict of interest always arises when the personal, social, financial, or political interests of the employee overlap or are in direct conflict with the interests of NMS, s.r.o. The demands on the correct and ethically sound conduct of employees to prevent conflicts of interest are high. A superior or actual conflict of interest should always be openly informed by a superior or company management.

Typical cases of conflict of interest

- *Secondary employment and other activities*

Ancillary employment in the form of business or consulting activities for third parties that are in a business or competitive relationship with NMS, s.r.o may give rise to a conflict of interest. Therefore, it must always be approved by a superior. It is not generally possible to issue a secondary employment permit if the employee maintains a business relationship with a third party within the scope of his work tasks in NMS, s.r.o.

- *Employment of close relatives*

You should inform your supervisor or the management of the company about the activities of a close relative for the customer, competitor, or supplier of NMS, s.r.o. As a rule, you cannot maintain business relations with a relative who operates outside of NMS, s.r.o. on behalf of NMS, s.r.o. It is also necessary to avoid a close relative being among the employees in your line of responsibility or otherwise answering to you within the NMS, s.r.o. If you cannot prevent kinship or other close relationships with an employee of NMS, s.r.o from resulting in a loyalty issue or a conflict of interest, you should contact your supervisor or the company's management. The company NMS, s.r.o will then try together with you to find a suitable solution for the affected persons within the company NMS, s.r.o.

Under certain circumstances, accepting a leadership position in another company or in a public benefit or similar organization may create a conflict of interest with your business at NMS, s.r.o. If there is such a possibility, the secondary activity must be approved by the company's superior or management before you take up this position.

The described rules of conduct, of course, also apply in this sense to business contacts with potential suppliers and customers.

This is how you should behave

Any open or looming conflict of interest can be mitigated by bringing it to a supervisor or management of the company and having your procedure approved. If you are unsure whether you can personally distinguish between conflicts of interest or whether you prioritize the evaluation of interests, take the 3-question test. If you answer "yes" to at least one of the following questions, consult your supervisor or the company's management for advice.

- Can my intention influence me in my freedom of decision-making within the scope of my work duties for NMS, s.r.o?
- Could colleagues at NMS, s.r.o or third parties get the impression that my intention may affect my ability to make decisions or my actions in the course of my duties for NMS, s.r.o?
- Would it embarrass me if the media informed about my intention or would this information otherwise reach customers and suppliers of NMS, s.r.o or my friends or family?

2. Gifts and invitations

As employees of NMS, s.r.o, we meet suppliers and customers, who play an important role in the business success of NMS, s.r.o. It is therefore essential that our relationships with suppliers, customers and other business partners are based on a clear commitment to fair dealing and that our decisions are based on solid foundations. However, exaggerated gifts and invitations can affect our ability to make business decisions without conflicts of interest. In contrast, low-value gifts and small invitations have less potential to be considered disproportionate and create conflicts of interest. However, this is provided that locally valid customs make it possible to exchange such gifts and small invitations at all. This is not the case with extravagant gifts and invitations. If the legitimate business purpose or local customs do not allow the rejection of a gift of high value, it is possible to take over the gift, but then it is necessary to transfer it to NMS, s.r.o and leave it for further use, for example for display. NMS, s.r.o can satisfy the employee's wish to subsequently receive this gift.

What do we mean by gifts and invitations?

The concept of gifts and invitations includes, in principle, everything that has value. The list of possible relevant gifts would be long, so here are some examples to clarify the definition:

- Gifts

Cash, transfers, checks or other cash equivalent, rebates or extremely advantageous drawing conditions for products and services (except when all employees of NMS, s.r.o. are entitled to them), loans, prizes from winning games, means of transport, car rental for free use, use of holiday equipment, gift vouchers, promotions, watches, calendars, pens or other promotional items and accessories, etc.

- Invitations

Business lunch, sports events, visit to the opera, hotel accommodation, etc.

- Appropriate (permitted) and inappropriate gifts and invitations

NMS, s.r.o distinguishes between reasonable and inappropriate gifts and invitations.

Gifts and invitations, the acceptance of which is normally resp. in some cases after prior authorization:

Acceptance of gifts and invitations without prior permission is allowed if the value is low (approximately up to 50 euros) and can be considered an expression of local, generally applied, moderate business practice. In addition, the acceptance of invitations must result from a commercial initiative. As a rule, these low-value promotional items can be considered as a sufficiently mild expression of an effort to express gratitude (this does not apply if this would be contrary to local law) low-value promotional items, e.g. pen with advertising print, calendar, baseball cap, flower bouquets, gift baskets, simple books, small sets of product samples, occasional invitations for lunch / dinner, simple sports events, visits to the theater or other cultural events with similar value (invitations are suitable in principle accept only if a business partner also participates in the event).

Invitations, the value of which clearly exceeds the amount of EUR 300 / year, also require permission for management. Also, invitations to travel or other events that last longer than one day or to events for which a limited offer of tickets is available (e.g., World Cup matches).

Even if you accept an invitation that is within the allowed range, you should always keep the following in mind:

- Could the gift or invitation potentially affect your objectivity or judgment?
- Is there a business incentive for the gift or invitation?
- Could accepting a gift or invitation (or permission you grant as a superior) set an unwanted precedent for other similar cases?
- Would you have to worry about negative reactions if NMS, s.r.o employees, friends or family knew about accepting the gift or invitation?

Gifts and invitations, you may not accept

In some cases, accepting gifts or invitations is unacceptable in all circumstances and should be denied without exception:

- if the gift is cash, cash equivalent or other cash-exchangeable funds, e.g., financial transfers, checks, loans, etc. or
- if the gift or invitation itself would be illegal, resp. its admission was illegal, or
- if the acceptance of the gift or invitation would give rise to a reason for expectations in terms of "service and consideration", or it may be feared that such an impression could be created, or
- if, from the point of view of the individual participants, the gift or invitation is something morally incorrect or could be perceived as an expression of insufficient respect for other persons, religions, or cultures (e.g., for events in which sex is offered), or
- if the gift or invitation violates the business rules of the gifted or invited.

How should you behave if they offer you a gift that you are not allowed to accept?

A gift that does not comply with the rules described must be returned immediately. In addition, you need to inform your supervisor or the company's management about such an event. In some cases - especially if it serves to prevent the repetition of similar situations - it is reasonable to write to the donor and explain to him the principles that apply in the company NMS, s.r.o for accepting gifts.

The opposite is the case: giving gifts and invitations

The rules for accepting gifts and invitations apply identically in the opposite case, i.e. for gifts and invitations that NMS, s.r.o. employees want to offer to third parties. Restraint is appropriate, especially regarding suppliers or customers or third parties with an existing business relationship with NMS, s.r.o. For the employees of NMS, s.r.o, this means following the following rules:

- Company employees must not offer gifts that exceed the limits described above in terms of value and purpose.
- At the same time, invitations whose individual value exceeds the threshold of EUR 300 are not allowed (according to local customs, this amount is significantly reduced in certain circumstances). The value limit should also be considered if one person receives a series of invitations and the total value of the invitations reaches 300 euros per year.

Exceptions to these restrictions are only permitted if you have the prior written consent of your supervisor or the company's management.

3. No corruption: ban on offering gifts, invitations or other benefits to officials and other public sector persons

Employees of NMS, s.r.o are strictly prohibited from offering money or other valuables to officials or other persons from the public sector, regardless of whether this is done directly or indirectly. This is to avoid any impression of trying to influence the decisions or actions of public officials. In most countries of the world, there are laws that penalize corruption, including imprisonment, heavy fines, costly trials and damages. Sanctions are directed not only against an employee who is guilty of corruption, but also against his employer. Equally important is the fact that corruption or similar prohibited activities endanger and may significantly damage the good reputation of NMS, s.r.o and its employees. Even disinterested employees may find themselves in a situation where they will have to be responsible for these activities. The prohibition of corruption is not limited to contact with public sector officials and employees, but also to persons and members of organizations entrusted with the performance of state affairs in the broadest sense of the word.

General rules of conduct

- Employees of NMS, s.r.o are prohibited from offering or relinquishing gifts or other benefits or advantages to public sector officials or employees (regardless of the type of gift or benefit) as described above. This prohibition also applies explicitly to the indirect delivery of gifts or invitations through third parties, advisors, etc., resp. also for family members and relatives, etc.
- Employees of NMS, s.r.o may not invite officials or members of the public sector to business lunches, trips, or other events, regardless of whether it is a direct or indirect invitation. Exceptionally and in rare cases, an invitation to a lunch or event, including a pick-up offer, may be permitted, provided that this is done in good faith and on a business, occasion involving an official or public sector official by virtue of his official function, that the invitation has a reasonable, low value, o that the invitation follows only after strict consideration of compliance with applicable law and local customs.

In any case, such an invitation is only admissible if it has been approved in writing in advance by your supervisor or the company's management.

NMS, s.r.o is governed by the principle that any benefit must be thoroughly documented and properly accounted for.

These rules are not intended to limit the involvement of NMS, s.r.o and its employees in the field of culture, social affairs, and science.

4. Protection of property and resources of the company NMS, s.r.o, "internal" donations

The employees of NMS, s.r.o are invited to treat the resources and assets of NMS, s.r.o during business activities in a proper manner and selflessly. They must not abuse their position to allow unauthorized private enrichment of themselves or others from the property or resources of NMS, s.r.o. It is inadmissible to secure donations or other property benefits from corporate sources for private purposes. Company resources can only be used for business purposes. This also applies to donations and similar financial contributions. It is a business purpose only in cases where:

- the gift is handed over by NMS, s.r.o and on behalf of NMS, s.r.o.,
- it is a contribution regulated by an individual or collective agreement,
- the contribution is tied to a specific business case or business conditioned event in the company NMS, s.r.o.,
- the contribution is a part of official organizing activities in the company NMS, s.r.o.,
- the contribution comes from an officially announced, collective or individual incentive scheme.

In this sense, it can be assumed that a personal gift on an employee's retirement from NMS, s.r.o is usually not handed over on behalf of NMS, s.r.o, but in person on the donor's own behalf. It is therefore not possible to charge it as an expense.

Another case is a gift in the case of an official anniversary, which is handed over by the personnel department of NMS, s.r.o. This can be billed to the relevant cost center.

5. Bribery and other prohibited methods in business dealings

In most countries, not only corruption of officials but also bribery of traffickers is illegal and prosecuted. Bribery in business can lead to significant reputational damage to the companies involved, as well as to high claims and significant penalties (including imprisonment). In addition, bribery in commercial trade undermines fair competition in the production and trade of goods. NMS, s.r.o wants to convince its customers and consumers with the quality of its products and the convincing values of the branded product NMS, s.r.o, and not with illegal and unfair moves.

Therefore, employees of NMS, s.r.o are strictly prohibited from accepting or offering personal payments in the form of bribes to customers, suppliers or other third parties who have a business relationship with NMS, s.r.o. This prohibition, which prevents the making or receiving of undue payments, also applies in places where prohibited payments are quietly tolerated elsewhere or where applicable law applies other ethical criteria to such payments.

If an employee of NMS, s.r.o is offered such a payment, he should immediately contact his superior or the company's management. Only in that case does NMS, s.r.o could manage the situation correctly by using appropriate countermeasures and to ensure the restoration of fair competition.

To avoid misunderstandings, we would like to point out once again that the group of prohibited payments within the meaning of this paragraph includes any conceivable unjustified advantage, especially cash, other forms of financial support, financial services or any other valuable benefits for a specific employee of NMS, s.r.o or its family.