



P6-RO/2020/002/XX

SOCIAL RESPONSIBILITY POLICY (ISO 26000, CSR)

We use a social responsibility management system according to ISO 26000. The aim is to create and maintain confidence in our responsible and ethical behaviour towards our employees and other interested parties.

We have adopted a corporate social responsibility policy with the motto:

The greatest value for us is people – both our employees and contract workers.

We fulfill this basic motto by focusing on the following principles:

1. Standard Corporate Social Responsibility Management System

- a) The core values of the corporate social responsibility system are: accountability to employees, transparency of actions, ethical behaviour, consideration of the interests of all interested parties, respect for the legal system and international standards, and respect for human rights.
- b) The corporate social responsibility management system is an organic part of the overall management of the company. Vinolok is committed to not only maintaining, but also continuously improving its corporate social responsibility system.
- c) The corporate social responsibility system is documented within the company's management document system and its implementation in practice can be monitored at any time.
- d) This Corporate Social Responsibility Policy is available to all employees of the company and is also available to the public through the website.

2. Principles of social responsibility towards employees

- a) **Equal Opportunities.** Vinolok creates equal opportunities for all of its employees, both in their recruitment and in their professional development. The employment rules are the same for all employees without distinction. We do not tolerate any form of discrimination.
- b) **Right to privacy.** Vinolok carefully protects personal data held about employees, including multi-level data protection in information systems.
- c) **Labour law.** Vinolok strictly complies with the rules and limits set by Czech and EU law. All employees are free to decide whether to accept a job offer and sign an employment contract. Vinolok does not use any illegal methods of employment.
- d) **Occupational Health and Safety (OHS).** Vinolok has established a functional OHS system that is staffed, materially equipped and includes a system of controls.
- e) **Suitable working environment.** Vinolok creates a suitable working environment and facilities for employees.
- f) **Communication.** The management of Vinolok communicates effectively with employees to ensure the prosperity of the company and the fulfilment of legitimate employee demands. Communication takes place on both sides - mainly through the provision of information by the company's management and the management's response to the knowledge transmitted personally to the employees, as well as to the knowledge identified during work meetings, internal audits and inspections.



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- g) **Working conditions and wages.** Vinolok creates appropriate working conditions for employees with an emphasis on the distribution of working hours, including compliance with overtime limits and a transparent payroll system.
- h) **Employment contracts.** Vinolok employs only on the basis of legally and ethically sound employment contracts and agreements.
- i) **Professional Development.** Vinolok supports the training of employees related to their job and their further development plans. It also supports creative improvement efforts.
- j) **Work life balance.** Vinolok creates the conditions for a healthy lifestyle and determines employees' work schedules and vacation plans with their personal interests in mind.
- k) **Respect for the dignity of employees.** The dignity of employees is an important value protected by respecting it by all employees, especially by managers who also ensure that it is not violated by other co-workers or supervisors.

3. Principles of social responsibility towards the company's environment

- a) The principles of social responsibility are reflected in the company's contacts with customers in the areas of promotion, advertising, contracting and data protection.
- b) The same principles of social responsibility are reflected in the company's contacts with its suppliers. The company pays special attention to suppliers from high-risk areas.
- c) The company also reflects the principles of social responsibility in its relations with the state administration, the local public, competitors and environmental authorities and organisations.

In Jablonec nad Nisou on 10 January 2023

Aleš Urbánek, CEO

A handwritten signature in black ink, appearing to be "Aleš Urbánek", written over the printed name.