



Code of Conduct

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1. Introduction

Code of Conduct describes how **CloudFerro** integrates its ethical principles into business practice.

It defines the minimum standards required by us in our business relationships. It is based on Polish and European law regulations.

CloudFerro's principle is to work with honesty, transparency and compliance with the law and regulations to our business.

2. People

- **CloudFerro** supports and respects human rights and ensures non-participation in activities that constitute any kind of violation.
- **CloudFerro** does not tolerate child labour.
- **CloudFerro** provides equal opportunities for all employees and applicants for employment.
- **CloudFerro** does not tolerate any kind of abuse or harassment.
- **CloudFerro** provides for its employees' safe work conditions. Ensures that all employees are given vacation to which they are entitled.
- **CloudFerro** does not engage in any forced, compulsory or slave labour practices, and does not demand any deposit of money or retention of identity documents from employees.
- **CloudFerro** ensures that all employees are paid at least the legal minimum wage for standard working hours applicable under local law.
- **CloudFerro** provides for all employees written contract in the language they understand.
- **CloudFerro** provides its employees the right to resign at any time after given notice, which was specified in their employment contract.
- **CloudFerro** does not prohibit employees' right to join or form trade unions or workers' organizations.

3. Business

- **CloudFerro** is not a place for corruption, bribery, money-laundering or extortion.
- **CloudFerro** reports its transactions in accordance with generally accepted accounting principles and law regulations.
- **CloudFerro** assures that employees' private interests must not influence or raise suspicions about their decisions or actions while acting as a representative of the Company.
- **CloudFerro** respects tax laws of each country in which it operates.
- **CloudFerro** competes in a fair manner.
- **CloudFerro** maintains neutrality towards political parties and candidates running for public office.

4. Environment

- **CloudFerro** recognizes its social responsibilities to protect the environment.
- **CloudFerro** ensures that it complies with all applicable laws and regulations that concern environmental protection.
- **CloudFerro** ensures that products and processes used are designed to ensure full efficiency in using energy, natural resources and raw material.

5. Data Protection

- **CloudFerro** protects and safeguards personal and confidential information obtained in the course of business and ensures its compliance with the applicable national and European Union regulations in force in the field of data protection law.
- **CloudFerro** assures that all employees' Personal Data are kept only as long as necessary to fulfil legitimate purposes and meet legal obligations, respectfully to The General Data Protection Regulations.