



Code of Conduct of Három Kutya Kft.

One of the core principles of Három Kutya Kft. is to develop a Code of Conduct that provides guidelines for all employees (management, staff, contractors, students on professional internships, trainees, and volunteers) to establish and maintain appropriate business conduct. We expect all employees to uphold the highest standards of ethical behaviour and business integrity in their activities.

Employees are required to:

1. Comply with all applicable laws and regulations in the countries where they operate, including relevant international laws and regulations concerning sanctions, export restrictions, reporting obligations, data protection, and anti-trust.
2. Demonstrate zero tolerance toward any form of bribery, corruption, extortion, or embezzlement.
3. Disclose any conflicts of interest in business relations. This includes reporting if a public official or a representative of a political party owns or benefits from a business.
4. Keep business-related hospitality and gifts within reasonable bounds, using them solely to maintain good business relationships and never to influence future business decisions.
5. Use information regarding competitors only lawfully and for lawful purposes, adhering to relevant laws and regulations. Attempts to disclose commercially sensitive, confidential, or non-public information about competitors are strictly prohibited.
6. Ensure transparent execution and accurate documentation of business and commercial processes in the company's books and records. Participation or attempted participation in money laundering or insider trading is strictly prohibited.
7. Always protect confidential information, know-how, and intellectual property. All non-public information obtained in relationships should be treated as confidential and used solely as intended. All personal information must be handled to ensure privacy protection at all times, in compliance with relevant data protection laws and regulations.
8. Store or execute products and services in accordance with the specifications, quality, and safety standards set out in relevant contracts or product documentation, ensuring safe use as intended.
9. Respect the contractual rights of both permanent and temporary employees.
10. Provide employees with a comprehensive compensation package that includes wages, overtime pay, fringe benefits, and vacation that meets or exceeds the statutory minimum or customary industry standards, whichever is higher, as well as benefits stipulated by legally binding collective agreements.
11. Not require employees to work beyond standard working hours and legally permitted overtime in the respective country. Overtime may only be performed voluntarily.
12. Treat all employees with respect and dignity. No employee shall be subject to physical, sexual, psychological, or verbal harassment, abuse, or intimidation. No form of discrimination is permitted in employment, including recruitment, pay, promotion, discipline, termination, and retirement, based on race, ethnicity, religion, age, position, gender, gender identity, colour, nationality, sexual orientation, marital status, pregnancy, dependents, disability, social class,



union membership, or political views.

13. Be at least 15 years old or meet the minimum employment age or the compulsory schooling age (whichever is highest). When employing young individuals, they must not perform work that is mentally, physically, socially, or morally dangerous or harmful or that conflicts with their education by depriving them of school attendance.
14. Be informed of their employment conditions and have written documentation of them. Forced labor of any kind—including slavery, bonded labor, and other forms—is unacceptable. Mental and physical coercion, slavery, and human trafficking are prohibited.
15. Promote a healthy and safe workplace that prevents accidents and injuries arising from or related to work activities or resulting from the employer's operations.
16. Operate in an environment that recognises and respects employees' rights to association and collective bargaining. Employees should not be intimidated or harassed in exercising their right to join or refrain from joining any organisation.
17. Respect the rights and ownership of individuals, indigenous peoples, and local communities. In any negotiations concerning their property or land—including its use or transfer—adhere to the principles of free will, prior and informed consent, transparent contracting, and public disclosure.

EMPLOYEES ARE FREE TO VOICE THEIR CONCERNS, AND THOSE WHO SPEAK UP MUST NOT FACE RETALIATION.