



Code of Conduct

www.entry-cz.com

Preamble

Entry Engineering entered the market in the year 2011 with 10 employees. For 10 years, the company has grown up to almost 200 employees. Our main mission is to develop and test numerous functions and components for cars.

As a business has become more dynamic, we must pay special attention to our environment, sustainability, and social responsibility. We are committed to behaving in accordance with relevant laws, ethics, only then, we can fulfill our goal of a respected, excellent, prosperous, and trustworthy firm.

Because our business is built on healthy and trustworthy relationships, it is essential for Entry Engineering to prioritize responsible and sustainable business behavior and do not accept inappropriate ones. To do so, we created a Code of Conduct.

By following the values in this Code of Conduct, Entry Engineering can push itself even closer to its goals.



Pavel Paickr

CEO Entry Engineering

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Human Rights and Working Conditions

Wages and Benefits

We follow international labour standards. Wages and compensation standards are firmly anchored in our wage code, which is built according to current wage laws and requirements. Entry Engineering respects minimum wages, gender-equal wages without gender "pay gaps".

Child and Forced Labour

Entry Engineering forbids any kind of use of child labor and forced labor. Entry Engineering does not employ persons below the statutory minimum working age or below the national legal age of compulsory schooling.

Working Hours

Entry Engineering abides by standards regarding the longest permitted working hours. We respect laws regarding working hours, holidays, sick days.

Freedom of conscience

Entry Engineering protects the freedom of conscience of every employee.

Modern Slavery

We do not carry on any kind of modern slavery. It is strictly forbidden in Entry Engineering to accept slavery, human trafficking, forced labour.

Freedom of Association and Collective Bargaining

We create a sufficient environment for our employees to freely communicate, collectively bargain. Freedom of association is a key factor in Entry Engineering to induce healthy relationships between workers.

Treatment of company's property

Entry Engineering demands the decent treatment of its property. Every employee must behave carefully when handling office equipment and intellectual property, software, operating equipment. Personal use of the company's property is forbidden unless expressly allowed.

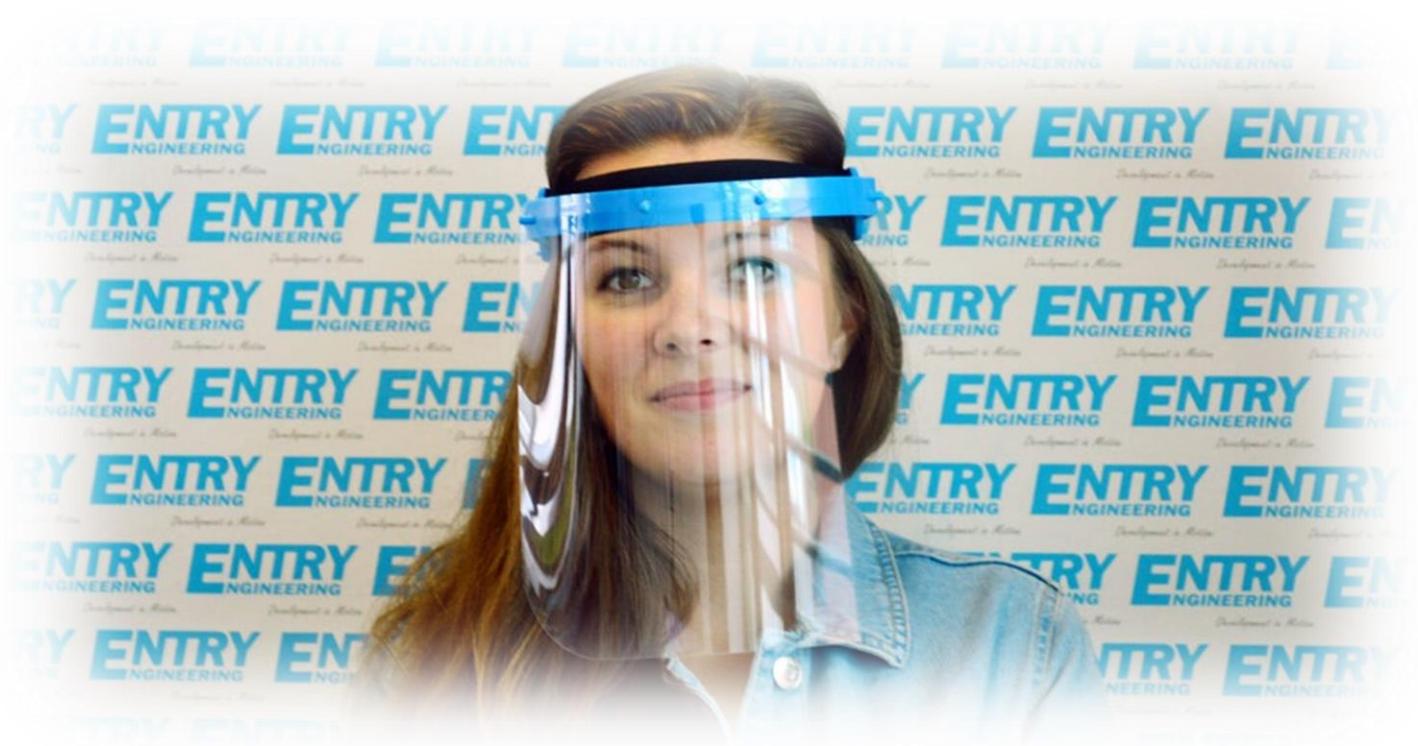
Anti-discrimination and Harassment principles

We prohibit discrimination to the full extent. We do not tolerate discrimination based on age, gender, religion, nationality, sexuality, political engagement, disability, pregnancy, and other characteristics covered by appropriate law. Harassment is not tolerated and is crowded out by whistleblowing policies and the HR department.

Health and Safety

Observance of safety rules is one of the top priorities in Entry Engineering. We inform our employees about these rules in Health and safety guidelines BOZP-1-2021 — BOZP-7-2021, and they are obligated to respect and follow them. These principles are regularly trained according to legislation. The company Entry Engineering always follows its safety rules. We prevent employees from accidents by actively informing them about safety regulations and pursuing their fulfillment. Employees are also expected to act promptly in addressing potential accidents.

Entry Engineering requires adherence to occupational safety and health principles in the areas of Personal safety equipment, Machine safety, Emergency preparedness, Incident and accident management, Workplace ergonomics, Fire protection. Our company do not work with chemical substances so we are liberated of Handling of chemical substances.



Business Relations

Corruption, Extortion, Bribery

We do not tolerate any sign of corrupt practice, bribery. In the situations where our employees are exposed to any kind of corruption or bribery, they are required to not accept it. Employees are also required not to offer bribes or unlawful gifts, offers.

Entry Engineering employees must follow Entry Engineering's anti-corruption guidelines.

Financial Responsibility

Entry Engineering documents every essential business process properly according to the financial and accounting standards. Employees in charge of such financial documentation, processing are appropriately trained and check if data are reliable, correct, and unbiased.

Gifts and Sponsorships

Gifts are an act of voluntariness and Entry Engineering does not expect countervalue for such gifts. Entry Engineering prohibits gifts with the aim of influencing or manipulating, corrupt practices.

Entry Engineering concludes sponsorship contracts in its area of interest. In that case, Entry Engineering expects a countervalue from the counterparty.

Privacy

Entry Engineering protects not only employee's but also suppliers' and business partners' personal data and privacy as much as possible and works with the necessary minimum of such personal data. We came up with methods for safe manipulating personal data, and we stick to these methods. We prohibit actions that may disrupt one's privacy.

Information Disclosure

We publicly disclose important information in a comprehensible way in accordance with applicable laws, so the company's stakeholders are always properly informed.

Anti-trust and Fair Competition

Unfair competition acts are strongly prohibited in Entry Engineering. We also expect the same behavior from our customers and suppliers. Entry Engineering employees need to act in accordance with anti-trust and fair competition laws and ethics.

Counterfeit Parts

Entry Engineering's Suppliers Portfolio contains only verified suppliers that do not include counterfeit parts in their business activity and developed a screening process that helps them to prevent mistakenly supplying counterfeit parts.

Taxes and Duties

Entry Engineering respects applicable tax and duty laws. It is in Entry Engineering's best interest to act in a such way to remain an honest, reliable company with a good reputation.

Export Restrictions, Controls, Sanctions

Entry Engineering is aware of the fact, that a portion of the supplier firm's business may be under an embargo or temporary restrictions and does not trade goods, materials, technologies affected by these restrictions.

Conflict of Interest

Entry Engineering does not tolerate behavior that is against or overshadows its own interest. Employees in charge of business activities cannot put personal interest above Entry Engineering's interest.

Intellectual property

Entry Engineering handles intellectual property with maximal prudence. Employees are obliged to check on trademarks, copyrights, patents, know-how when manipulating with information. Employees must protect Entry Engineering's intellectual property from leaking from the company to unauthorized parties.

Whistleblowing

Entry Engineering expects its employees and representatives to follow laws, ethics, responsibilities, regulations and contribute to the representativeness of a whole firm. Entry Engineering established its own reporting structure and system to find and stop an act of violation of ethics, laws, and regulations. Entry Engineering also established a protection system for whistleblowers.

Sustainable Environment

GHG Emissions and Renewable Energy

Entry Engineering respects our planet and does numerous actions to protect it. Entry Engineering wants to minimize the production of GHG emissions as much as possible.

Our workplaces are environment-friendly and energetically efficient. We support renewable energy sources.

Chemical Management

Entry Engineering does not use materials, minerals, chemicals that were not extracted according to laws or inappropriately. Entry Engineering avoids doing business with firms that illegally extract, handle, supply materials, chemicals, and minerals.

Air, Water Consumption and Waste Policy

Entry Engineering has developed a plan on how to properly reduce the amount of waste and handle chemicals, the situation of potential water or air pollution.

Employees are obliged to follow emergency plans to correctly solve potential water or air pollution threads. In Entry Engineering, our sustainable environment policies are set in a way that the company contributes to the UN 17 Sustainable development goals.



Compliance and Communication

In case of detecting behaviour, actions in dispute with stated commitments, an employee is obliged to contact his direct manager or the HR department or vrba@entry-cz.com.

Employees that informed, reported about the Code of Conduct breach are protected against offensive behaviour, harassment. Entry Engineering also wants to assure its employees that whistleblowing is not going to distort the company's view of them.

Code of Conduct Scope

This Code of Conduct is a binding document for Entry Engineering and its subsidiaries. Code of Conduct must be respected throughout all Entry Engineering's parts, entities and subsidiaries.



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