

Alfa Group Code of Conduct (CoC)

Introduction

Alfa Group and its subsidiaries provide technical advisory services and execute signage and branding projects, as well as design and manufacture products for the graphic production industry.

Our sustainability work is an integrated part of our management system and our business policy for quality, environment and occupational health and safety.

Our approach is based on the principles of the United Nations Global Compact and the United Nations Sustainable Development Goals (SDG's – Agenda 2030).

This Code of Conduct (CoC) outlines the principles and expectations that apply to everyone who works for or represents Alfa Group and its subsidiaries.

Scope

This Code applies to employees, managers, executive management, board members, as well as hired staff and consultants – in all situations where we act in the course of our work or on behalf of the company.

1. Compliance with Legal and Other Requirements

We always comply with applicable laws, regulations, agreements and other legal and other requirements. If we are uncertain, we seek clarification and raise the issue at an early stage.

2. Respect, Equal Treatment and Professional Conduct

We treat everyone with respect and dignity. Discrimination, harassment, bullying, threats and retaliation are not accepted. We contribute to an inclusive and safe working environment.

3. Health, Safety and Risk Reduction

We work safely and follow procedures, instructions and safety requirements. We use sound judgement and risk reduction, report risks, near misses and accidents, and stop work if there is a danger to life or health.

4. Environment and Climate

We work systematically to reduce our environmental and climate impact and to protect the environment and ecosystems. We prevent pollution, handle waste responsibly and use resources efficiently.

5. Business Ethics and Integrity

We conduct our business with a high standard of integrity and ethical business conduct. We reject all forms of corruption, bribery and improper influence. We avoid and manage conflicts of interest and comply with applicable competition laws.

6. Information, Confidentiality and Company Assets

We protect confidential information and company assets. We do not disclose business-critical or confidential information without authorization or prior written consent.

7. Reporting and Accountability

If any of us observes or suspects a breach of this Code of Conduct, applicable laws, or other legal and other requirements, we shall report it to our immediate manager. If that is not appropriate, or if we prefer, we may report to the CEO or HR. Reporting in good faith shall be possible without fear of retaliation. Violations may result in corrective actions.