

CORPORATE SOCIAL RESPONSIBILITY POLICY

Elektrovat LTD Belgrade with over 3 decades of experience became one of the market leaders in the expertise area concerning energetics, industrial automation and control as well as stage lighting and mechanics for theatre, television, and film studios. Our business strategy is built on the fundamental principle that the long-term success requires the creation of social values where the interests of the employees and the community where we operate overlap, creating a common mutually beneficial value.

Today, corporate social responsibility is an integral part of our values and principles that provide framework which ensures that the respect for human rights, business ethics and environmental sustainability are an essential element of our decisions, activities and culture. The Corporate Social Responsibility Policy defines the basic codes of the Ethical Trade Initiative (ETI): internationally recognized human rights standards, safe and healthy working conditions and environmental sustainability. Our expectations are that these codes of conduct are adhered to by all those who conduct business with the company ELEKTROVAT LTD.

The policy is based on the basic principles contained in

- International human rights law,
- International Labour Organization (ILO) Convention,
- Relevant United Nations conventions and guidelines,
- Legislation of the Republic of Serbia.

Legal compliance

All our business activities are in compliance with applicable human rights law, minimum industry standards, and the regulations of the countries that we do business with.

Human rights

We fully support the UN framework and guidelines on Business and Human Rights and we respect human rights in all our business activities, including the before-mentioned labour rights.

Prohibition of forced labour

We do not apply forced labour or any other form of labour exploitation, nor do we enjoy the benefits of forced labour, in accordance with ILO Convention no. 29 on forced labour and No. 105 on the abolition of forced labour.

Forced or compulsory labour means any form of contractual slavery such as the use of corporal punishment, imprisonment, threats of violence as a method of establishing discipline, or the retention of personal documents, passports, work permits, or bail of employees as a condition of employment.

Employment practices

We only employ workers who are legally licensed to work, with the confirmation of the qualifications of employees for work on the basis of appropriate documentation. All forms of work should be voluntary, and workers should have the freedom to leave work or terminate their employment with timely notice. The work performed must be based on a recognized employment relationship established under state law and practice. Obligations towards employees in accordance with labour law or social security law must not be avoided due to the application of employment contracts, subcontracts, or employment contracts from home or training programs where there is no real intention to train nor any of such obligations can be avoided excessively by applying a fixed-term employment contract.

Freedom of association and the right to collective bargaining

Workers are free to form and join unions of their choice, as well as to bargain collectively in accordance with all applicable laws. (ILO Convention No. 87 Freedom of Association and Protection of the Right to Organize Convention and No. 98 on the Right to Organise and Collective Bargaining Convention). All employees have the right to give suggestions for improving working conditions as well as to participate in the consideration of all issues essential to their work.

Salaries and contributions

Employees have salaries and contributions that are paid, in accordance with state laws or industry standards, as well as a binding collective agreement, including overtime or other agreements with payment at a special price. Salaries are high enough to meet the basic needs of employees and their family members. Any deductions from salary as a form of disciplinary action or any other deductions from salary without the consent of the employee are prohibited. Any kind of discrimination in employment and payment of wages is prohibited. (ILO Convention No. 100 on Equal Remuneration).

Work hours

Employees work in accordance with applicable laws and mandatory industry standards relating to regular working hours and overtime hours, including breaks, rest periods, holidays, and maternity leave for women and men. Under normal circumstances, the working week must not be longer than 48 hours per week, with a maximum of 12 hours of work per day. (ILO Convention No. 1 concerning Working Time). There is at least one non-working day each week.

Overtime work is voluntary and must not exceed 12 hours per week. Except in exceptional circumstances (agreed by collective agreement), the sum of regular and overtime hours per week may not exceed 60 hours. Any overtime hours should be compensated appropriately.

Fair and just treatment

Discrimination in the employment and employment of workers on any grounds such as racial discrimination, discrimination based on skin colour, religion, sex, age, physical disability, ethnicity, sexual orientation, political views, membership in associations, medical findings, or marital status, in

accordance with ILO Convention no. 111 on Discrimination.

Any form of psychological, physical, sexual or verbal abuse, intimidation, threats or harassment must not be tolerated. When collecting private information for employees, respecting the right to privacy is mandatory.

Prohibition of child labour

The exploitation of children for work is strictly prohibited, in accordance with ILO Convention no. 138 on minimum age and no. 182 on the elimination of the worst forms of child labour. A child is defined as a person under the age of 15 even if the local legal minimum is lower. In accordance with the RS Labour Law, employment with a person under 18 years of age may be established with the written consent of a parent, adoptive parent or guardian, if such work does not endanger his health, morals and education, or if such work is not prohibited by law.

If young workers are employed, they must not be exposed to night work, work with hazardous substances or excessive physical exertion that could jeopardize their mental or emotional development.

Health and safety

All workers must have safe and healthy working conditions. In addition to the equipped and hygienic workplace, drinking water, adequate lighting, temperature, ventilation, toilet, and personal protective equipment are provided. Workspaces are constructed and maintained in accordance with standards and applicable regulations. The means of work are approved for use by expert findings. The occupational safety and health management system has been implemented in accordance with the international standard ISO 45001: 2018. In order to prevent and reduce the risk of injuries and other dangers to the health of employees at the workplace, appropriate employee training concerning safety and health at workplace is conducted.

Employees who are injured at work are provided with financial insurance.

Emergency preparedness

Emergency response procedures have been established and maintained to keep the company ready to respond, defend and effectively prevent and resolve all incidents that may affect human safety and the environment. This includes informing workers and evacuation, training, and exercise procedures for

emergency response, adequate first aid equipment, adequate fire detection and suppression equipment as well as adequate exit conditions. The company regularly trains employees to plan, respond to emergencies and provide medical care.

Business integrity

In our business practice, we are committed to respecting the law, preventing monopolies, and doing business with zero tolerance for any form of bribery and corruption. It is prohibited, directly or through an intermediary, to offer or promise any personal or indecent benefit in order to obtain or retain employment or to obtain any other benefit from a third party. We believe in the importance of free competition, and we are committed to acting honestly in every situation.

All employees and business partners are expected to report any situation that may present a conflict of interest or have knowledge that any of the employees has an interest of any kind in the business or economic ties with the business partners.

We conduct our business activities professionally, in the spirit of good business practices and principles of conscientiousness and honesty, responsibility in fulfilling obligations, avoiding conflicts between personal and interests of other companies in the same industry, refraining from using political influence or any other pressures to achieve business goals. We hold business secrets, confidential and private information of our business partners and use such information only for the purposes approved under the contract. Not only that, but we respect the prohibition of deceiving consumers by providing incomplete or false information related to their activities, concealing product information that is essential to our customers. Furthermore, we do not misrepresent and advertise our own products in any way may damage the reputation of a competitor or advertising that may create confusion regarding business name, business, property and personal rights, copyright, advertising that violates national,

religious, and other feelings of consumers, or offends public morals.

Complaint's resolution mechanism

A confidential mechanism for anonymous reporting and processing of complaints has been established. Workers have information on how to report any form of harassment or breach of business ethics and irregularities. The company provides protection for whistle-blowers. A person has been appointed to receive information, control the grievance mechanism, and take appropriate action in a confidential manner.

Environmental sustainability

An environmental management system has been implemented in accordance with the requirements of the international standard ISO 14001: 2015 for the identification, control, and reduction of significant environmental impacts.

We adhere to all applicable legal provisions for environmental protection and strive to minimize the harmful effects of our activities, products, and services on the environment through a proactive approach and responsible management of environmental aspects including:

- optimization of consumption of natural resources (energy and water)
- measures to prevent pollution and minimize the generation of solid waste, wastewater, and emissions to air, land, noise, and dust
- identification of hazardous materials, chemicals, and their safe handling, storage, recycling, reuse, and disposal.
- obtaining all necessary environmental permits
- product problems (design, packaging, transport, use and recycling/disposal)
- Key employees need to be aware of product safety practices and know them well.

Director of Elektrovat LTD Belgrade



Milan Spasović

