



INTERNAL POLICIES

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INTRODUCTION

At Link Group, we believe that strong ethical foundations, a responsible approach to business and concern for people and the environment are the key to success.

Our internal policies provide a roadmap through which we build an organization based on honesty, mutual respect and transparency.

Each of us, regardless of our role, has a responsibility to implement these values in our daily work.



Paweł Klejmont

Co-Founder



Paweł Woźniak

Co-Founder

ANTI-CORRUPTION POLICY

ANTI-CORRUPTION POLICY

We support honesty and transparency

At Link Group, we adopt the principle of “zero tolerance” for corruption and all forms of dishonesty.

We believe that success should be based on hard work, competence and trust, not on unfair practices.

Corruption undermines trust in a company, threatens business stability and poses a serious threat to professional ethics.

OUR COMMITMENTS

- We undertake to conduct business in an ethical manner and in accordance with applicable law.
- All employees, regardless of position, are obliged to avoid actions that may give rise to suspicions of corruption.
- We only work with contractors who adhere to the principles of transparency and fair conduct.

HOW DO WE WORK?

- **Training and education:** Every employee undergoes ethics and anti-corruption training to be aware of the applicable standards.
- **Irregularity reporting system:** We provide anonymous channels for reporting suspected corruption, guaranteeing protection for whistleblowers.
- **Process monitoring:** We conduct regular internal audits and analyze risk areas.

By adhering to ethical principles, we build a reputation as a reliable and responsible business partner.

We take every reported corruption incident seriously and act quickly to prevent further violations.

ANTI-SLAVERY AND ANTI-TRAFFICKING POLICY

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We stand for dignity and freedom

We strive to ensure that our business operations support respect for human rights in every place where we operate. We eliminate all forms of forced labour and slavery in our supply chain, regularly monitoring and working with our suppliers to ensure compliance.

OUR COMMITMENTS

Every employee, contractor or business partner is our ally in the fight against human rights violations.

We offer anonymous reporting channels and protect whistleblowers.

HOW DO WE WORK?

- **Strict supplier control:** We only work with companies that comply with legal and ethical standards regarding employment.
- **Audits and monitoring:** We regularly carry out audits in our supply chain to ensure that workers' rights are being respected.
- **Education and awareness:** We organize training for employees to be able to recognize and respond to cases of human rights violations.

We believe that everyone has the right to decent work, freedom and respect, which is why we are committed to creating conditions that allow for the full development and safety of our workers.

POLICY AGAINST THE EMPLOYMENT OF CHILDREN

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Creating a future for the youngest

We believe that education is the key to a better future, which is why we work to make it equally accessible to children around the world. Through our initiatives and partnerships with educational organisations, we help young people develop their talents, gain knowledge and build the foundations for a better tomorrow. Investing in education is investing in the future of an entire society.

OUR MISSION

We work with NGOs to give children a chance for a better future through education and support for families in need.

HOW DO WE DO THIS?

- **Strict age verification of employees:** Every new employee must provide documentation confirming their age.
- **Supplier Controls:** We monitor and audit cooperating companies to make sure they do not employ minors.
- **Educational support:** We engage in projects that promote the education of children, especially in communities at risk of child labor.

Childhood is a time to learn, play and explore the world - not work. At Link Group, we strongly oppose the employment of children and support their right to education and safe development.

PANDEMIC RESPONSE PLAN

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Safety first

During the pandemic, we have developed detailed policies that have allowed us to respond quickly and effectively to health crises, minimising their impact on our business. We are using the experience gained to further improve safety standards to ensure stability and comfort in all conditions.

OUR SECURITY MEASURES:

- **Flexible working models:** We have introduced the possibility of remote working and hybrid working systems.
- **Personal protective equipment:** We provided access to masks, disinfectants and followed strict sanitary procedures.
- **Crisis Communication:** We have developed clear guidelines for employees on how to handle health hazards.

PSYCHOLOGICAL SUPPORT:

In difficult times, we care about the mental wellbeing of employees by offering expert help and running educational campaigns on coping with stress and isolation.

Our priority is the health and safety of our employees and partners. That is why we are committed to creating a safe working environment and implementing effective protective procedures.

ENVIRONMENTAL AND SUSTAINABILITY POLICY

ENVIRONMENTAL AND SUSTAINABILITY POLICY

We act for the future

We are aware of the impact of our operations on the environment and make every effort to minimise it. We are committed to sustainability, reducing emissions and optimising the use of resources.

We support environmental initiatives and education, promoting a responsible approach to the environment among our employees, partners and communities. We believe that consistent action leads to real change, which is why we continually strive for a more sustainable future.

OUR PRIORITIES AND IMPLEMENTATION:

Efficient Resource Management

- We minimize paper usage through full digitization of documentation.
- We separate waste and ensure its proper disposal.

Sustainable Mobility

- We actively promote the use of public and shared transportation.
- We support solutions that reduce individual car usage.

Conscious Environmental Choices

- We choose energy-efficient office spaces and adopt sustainable practices.
- We reduce unnecessary printing and use a fully digital document workflow.
- We consciously monitor the environmental aspects of our operations in accordance with applicable regulations.

CONCLUSION

Link Group's internal policies are not just principles, but the foundation of our responsibility to our employees, partners and society.

Every day we strive to ensure that our actions are fair, ethical and beneficial for both the company and its environment.

We do this by:

- **Transparency and ethics** – we build a culture based on honesty and respect.
- **Care for employees** – we create a safe and supportive working environment.
- **Sustainability** – we minimize our impact on the environment and promote ecology.
- **Responsible partnership** – we cooperate in accordance with the principles of fair play.

Through joint commitment, we are building a future based on trust, ethics and long-term responsibility.