



Altitec Group Code of Conduct

The Altitec Group Code of Conduct defines the principles of how we conduct business and expresses our commitment to interested parties, upholding the highest levels of standards possible.

We will only work with suppliers, other third parties and customers who share our values, as outlined in the Code of Conduct.

Human Rights

The Altitec Group respects and supports the Universal Declaration of Human Rights adopted by the United Nations and avoids complicity with human right abuses. We promote equal opportunities to all individuals irrespective of colour, gender, sexuality, race, ethnicity age or disability.

Labour Practices

We fully object forced labour or child labour and refuse to employ or make anyone work against their will. We respect and support the core labour standards set out by the International Labour Organisation. The Altitec Group respects the individual, complies with the maximum number of working hours, provide fair remuneration, guarantee to pay the applicable national statutory minimum/ living wage and recognize the right to freedom of association and collective bargaining. The Altitec Group employees and contractors maintain the highest standards of work practice, by recruiting individuals who share our mission, commitment to excellence and our passion for providing the best possible service.

Fair Operating Practices

Operating on behalf of various companies we apply the highest of standards either UK or working country. Each individual working for and on behalf of the Altitec Group must help respect commitments made with our partners, particularly customers, suppliers, and public authorities, always demonstrating integrity, objectivity and fairness in their treatment.

Occupational Health and Safety

The Altitec Group works in accordance with international standards in relation the occupational health and safety, and our ongoing commitment is reflected in our ISO 45001 certified management system.

All of our workforce are responsible to protect each other and their work environment.

We provide a safe working space with all individuals having the right to refuse to work if deemed unsafe. Each individual working for and on behalf of the Altitec Group is required to provide industry and role specific

certification, ensuring competency and legal compliance.

Compliance with Laws and Regulation

The Altitec Group complies with all legal and regulatory obligations applicable to the business in all our operating regions, expecting the same from our suppliers, other third parties and customers we work with.

Anti Corruption, Anti-Bribery and Conflicts of Interest

The Altitec Group operates a zero tolerance policy towards bribery and corruption and we are committed to always acting fairly and with integrity in all of our business dealings and relationships, implementing and enforcing effective systems to counter corruption, bribery and conflicts of interest. Each individual working for or on behalf of the Altitec Group must respect the competition law, as violating rules can cause serious risks to incur.

Quality Management

Our commitment to quality is reflected in the Altitec Group ISO 9001 certified management system. Every effort is made towards continual improvement of all services and products we provide.

Environmental Protection

The Altitec Group is fully committed to a sustainable future. Working with the uppermost respect for the environment and the preservation of natural resources we encourage the use of environmentally friendly technologies and ensure to carry out our work strictly in accordance to applicable international standards, reflected in our ISO 14001 certified environmental management system and Carbon Trust certification. Altitec Limited (UK) has pledged to operate as a carbon neutral company from 2020 onwards and to operate as a carbon negative company by 2030 at the latest.

Supply Chain Management

The Altitec Group makes every reasonable effort to operate a transparent, socially and environmentally responsible supply chain. Suppliers we work with must work to the highest standards respective to their area of expertise and confirm the acceptance of our Code of Conduct, to ensure our values are shared and accepted.

Working to reduce the environmental impact of the Altitec Groups supply chain supplier are asked to work with us by voluntarily disclosing relevant environmental data.

**Data Protection**

The Altitec Group handles and processes data only for the purposes for which it was collected or made available. We adhere to the GDPR regulations for our workforce, supplier and customer data. In addition to GDPR regulations, the Altitec Group follows any data security requirements specified in contractual agreements.

Protection of Property and Resources

Each individual working for and on behalf of the Altitec Group is responsible for the proper use and protection of the group's property and resources, including intellectual property rights, installations, equipment and financial resources against damage, fraud, loss or theft.

Internal Audit Control

Compliance with laws, regulations, policies or procedures, protection of assets, and reliability of financial information are particularly relevant to Altitec

Group.

Each individual working for and on behalf of the Altitec Group must contribute to the efficiency of internal control systems and cooperate with the internal or external audits that are involved in the evaluation of these systems, particularly by showing diligence and transparency in satisfying any requests for information.

Conclusion

Each individual working for and on behalf of the Altitec Group is expected to act in a way that is honest, loyal, and with integrity, showing respect towards other and the environment, with our Directors and Managers leading by example.

We reserve the right to make minor amendments to our Code of Conduct if deemed necessary. Major amendments will be communicated and where required new signature will be sought.

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