

TECHNICA NOVA BALTICA

People who create energy.

ANTI-DISCRIMINATION POLICY

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1. Purpose and significance of the policy

At Technica Nova Baltica, we create a collaborative environment based on respect, equality and safety. Regardless of whether we work together on a permanent, project-based or ad hoc basis, everyone has the right to feel treated fairly and with dignity.

This policy sets out our approach to combating discrimination, harassment and bullying. It sets standards of behaviour, ways of responding and clearly communicates that there is no place at TNB for actions that violate the dignity of others.

2. Who does this policy apply to?

The policy covers all persons cooperating with TNB, regardless of the form of cooperation (including B2B contracts and civil law contracts), as well as subcontractors, representatives and business partners. It applies to on-site and remote work, as well as during meetings, travel and industry events.

3. What is undesirable behaviour?

The term 'undesirable behaviour' includes, among other things:

- **Harassment** – any unwanted, intrusive behaviour (verbal, physical, gestures, messages, etc.) that makes someone feel humiliated, intimidated or uncomfortable.
- **Discrimination** – unequal treatment on the basis of characteristics such as gender, age, disability, origin, beliefs, orientation, health status or any other characteristic protected by law.
- **Mobbing/harassment** – repeated actions aimed at undermining someone's position, excluding them, ridiculing them or lowering their self-esteem.

4. Expected attitudes and behaviours

When working with us, we expect every individual to:

- treat others with dignity, courtesy and respect,
- promote an atmosphere of openness, equality and diversity,
- refrain from jokes, comments or gestures that may be inappropriate, offensive or hurtful,
- respond to or report any concerning situations, if necessary.

5. Reporting violations

Anyone who observes or experiences inappropriate behaviour that violates this policy may:

- write to: contact@technica-nova.com

- talk to the person they work with most closely (e.g. project coordinator)
- be assured that every report will be treated seriously and confidentially

6. Procedure

- Each report will be acknowledged and investigated without undue delay.
- The immediate supervisor is responsible for the initial investigation.
- In more serious situations or if the matter cannot be resolved at the operational level, the report will be forwarded to the Management Board.
- The process will be conducted impartially, based on facts.

If a violation of this policy is confirmed, consequences such as the following are possible:

- termination of cooperation,
- exclusion from future projects,
- reporting to the relevant state authorities.

7. Zero tolerance for retaliation

At TNB, every individual has the right to report concerning behaviour without fear of repercussions. Retaliation against whistleblowers is unacceptable and will be treated as seriously as the violation itself.

8. Education and development of approach

We undertake to regularly review this Policy and raise awareness among persons cooperating with the company in order to jointly improve work culture standards.