



**CODUL
DE CONDUITA
PROFESIONALA**

1. Introducere

Valorile de actiune ale Unicorn Carpets SRL sunt urmatoarele ;

- 1) Orientarea catre clientul extern si intern si atitudinea de serviciu .
- 2) Respectarea drepturilor fundamentale ale persoanelor, a capacitatii lor de initiativa, creativitatea si inovarea, a participarii si muncii in echipa.
- 3) Capacitatea de atingere a obiectivelor si a valorilor adaugate .
- 4) Atitudinea pozitiva fata de schimbare si de imbunatatire continua .
- 5) Responsabilitatea si integritatea persoanelor in ceea ce priveste angajamentul lor fata de munca bine facuta .
- 6) Respectul pentru mediul inconjurator, contribuind la eliminarea efectelor negative asupra acestuia .
- 7) Transparenta, facand publice toate datele relevante privind activitatea intreprinderii.

Prin intermediul acestui Cod se pun in relief acele valori ale intreprinderii care calauzesc comportamentul nostru ca profesionisti ai Unicorn Carpets SRL, precum si normele de conduita , liniile generale de actiune care trebuie sa stea la baza luarii deciziilor intreprinderii .

2. Obiectivele

Obiectivele Codului de Conduita sunt acelea, de a furniza tuturor cadrelor de conducere, angajatilor un ghid deontologic precum si de a defini principiile de actiune, stabilind valorile si angajamentele care trebuie sa le calauzeasca activitatea profesionala in cadrul intreprinderii. A da un raspuns eficient la respectivele cerinte reprezinta unul dintre aspectele esentiale ale reputatiei noastre pe piata. Fiecare persoana din cadrul intreprinderii poate influenta acest aspect prin modul in care isi desfasoara activitatea si prin relatiile pe care le stabileste in contactul zilnic. Drept urmare, consolidarea acestei reputatii depinde de toate persoanele din intreprindere, care vor actiona cu transparenta, cu obiectivitate, cu integritate, cu responsabilitate, cu corectitudine si cu respect. Monitorizarea generalizata va asigura faptul ca rezultatele se vor obtine respectandu-se normele legale si conform principiilor si valorilor etice pe care intreprinderea doreste sa le demonstreze si sa le transmita la nivel intern si extern, devenind o norma obligatorie pentru toate persoanele care, in mod direct sau indirect, actioneaza in numele intreprinderii .

3. Cadru de aplicare

Este obligatoriu respectarea acestui Cod de Conduita de catre persoanele care fac parte din intreprindere. Toate persoanele au obligatia de a cunoaste si de a respecta norme de conduita, iar necunoasterea lor nu le scuteste de obligatia de a le respecta. De asemenea, Unicorn Carpets SRL incurajaza companiile care-i sunt furnizori, clienti, antreprenori, sa actioneze conform acestui Cod si sa aplice programe etice aflate in concordanta cu standardele companiei. Intreprinderea va lua masurile oportune daca va avea certitudinea ca nu se respecta politicile sau obligatiile contractuale.

4. Norme de conduita

Unicorn carpets SRL respinge total orice fel de practica ilicita, consemnind in mod expres interzicerea totala a acestor practici in sanul intreprinderii. Din acest motiv isi ia angajamentul de a dezvolta la nivel intern proceduri care contribuie la respectarea legislatiei aplicabile .

Toata persoanele care fac parte din intreprindere trebuie ;

- 1)-** sa-si indeplineasca functiile in cadrul intreprinderii aplicand strict legislatia in vigoare si evitind orice practica ce nu este acceptabila din punct de vedere etic, conform unor criterii stricte de onestitate si de integritate morala .
- 2)-** sa-si asume, sa indeplineasca si sa respecte toate politicile, procedurile si regulamentele intreprinderii .
- 3)-** sa actiioneze in mod clar si transparent, asigurandu-se de faptul ca nici una dintre actiunile lui nu poate fi interpretata ca fiind o inselaciune . Intreprinderea isi ea angajamentul de a asigura un mediu de lucru in care nu exista hartuire sexuala sau de alta natura ,atat daca este vorba de hartuirea unui angajat, cat si invers si isi ia angajamentul de a asigura tratarea echitabila si demna a tuturor persoanelor.

Drept urmare , nu se va tolera nici o practica discriminatorie in functie de rasa, culoare, sex, virsta, religie, provinienta etnica sau geografica, invaliditate sau din orice cauza nelegitima. Totusi, diferentierea persoanelor in functie de aptitudinile sau calitatile lor profesionale necesare la un anumit loc de munca nu reprezinta un motiv de discriminare .

5. Etica de afaceri

Prezentul Cod de Conduita in afaceri are la baza principiile fundamentale ,cu ajutorul carora edificam si mentinem, intr-o continua crestere, relatiile cu autoritatile, clienti, angajati, si parteneri.

Unicorn Carpets SRL se angajeaza sa isi desfasoare activitatile comerciale intr-o maniera durabila, etica si responsabila cu clientii, actionarii si angajatii sai, construind relatii bazate pe incredere si sustinute de valori ca integritate, corectitudine si respect fata de lege.

Codul are rol de instrument integral pentru luarea deciziilor, determinarea actiunilor si consolidarea atitudinilor in activitatile de afaceri.

Prin specificul si natura sa, acest cod reprezinta un ghid ce ne ajuta sa mentinem standardele inalte ale entitatii, prin raportare la cultura etica a intreprinderii, in contextul cadrului legislativ in vigoare .

6. Anticoruptie

Coruptia reprezinta o forma de utilizare a influentei pentru a obtine un beneficiu personal sau pentru un tert. A solicita, a cere, a accepta sau a primi fara drept orice lucru de valoare sau un serviciu pentru a asigura un avantaj sub orice forma in schimbul sau ca o conditie pentru a indeplini indatoriri sau pentru a influenta parti terte sa faca acest lucru, reprezinta o practica inadmisibila in cadrul intreprinderii.

7. Acte de coruptie si mita

Unicorn Carpets SRL nu tolereaza coruptia sub nici o forma. Ne angajam sa nu incheiem relatii de afaceri si sa realizam relatii de afaceri cu persoane angajate in practici de coruptie. Toate contractele cu reprezentantii si alti intermediari necesita aprobare prealabila si vom informa fiecare intermediar despre pozitia noastra in ceea ce priveste condamnarea actelor de coruptie .Desfasuram procese de achizitii in mod corect si transparent. Efectuam expertize ample, cand este cazul, pentru evaluarea furnizorilor, contractorilor si subcontractorilor pentru a ne asigura ca acestea au politici si angajamente eficiente de combatere a coruptiei .

8. Practici anti-incredere

Unicorn Carpets SRL crede in concurenta loiala si deschisa, si solicita aderarea la toate legile anti-incredere sau ale concurentei aplicabile din intreaga lume .Toti angajatii trebuie sa se conformeze acestor legi intotdeauna, trebuie sa se conformeze politicilor anti-incredere si politicilor Unicorn Carpets SRL. Ca o regula generala, acordul sau acordurile incheiate intre competitori in ceea ce priveste preturile, conditiile de tranzactionare, vinzarile estimate ale unui serviciu sau produs specific, veniturile sau cheltuielile programate de productie, stocurile si pietele de desfacere incalca legea anti-incredere . Aceste instructiuni se aplica de asemenea si contactelor informale cu competitorii, incluzind acele targuri sau intalniri ale organizatiilor profesionale .

9. Conflictul de interese

Unicorn Carpets SRL descurajeaza angajarea in oricare alte activitati care sunt, sau par a fi, in conflict de interese cu sarcinile angajatorilor in cadrul intreprinderii. Intreprinderea se asteapta ca fiecare angajat sa evite circumstantele in care interesele personale sau familiare intra in conflict cu interesele ei .Angajatii trebuie sa declare in scris orice angajari ale rudelor sau ale asociatilor apropiati .

Unicorn Carpets SRL va include in contractele sale cu partenerii de afacere o clauza referitoare la obligatia acestora de a respecta prevederile prezentului Cod care le sunt relevante.

Intreprinderea abordeaza o atitudine obiectiva in raport cu problemele de interes ale partenerilor si clientilor sai.

Invitam toate persoanele interesate sa semnaleze orice devieri de la normele prezentului Cod sau incalcarea lor, admise de angajatii Unicorn Carpets SRL.

CODE OF PROFESSIONAL CONDUCT

1. Introduction

The action values of Unicorn Carpets SRL are as follows;

- 1) Orientation towards the external and internal client and the attitude of service.
- 2) Respect for the fundamental rights of individuals, their capacity for initiative, creativity and innovation, participation and teamwork.
- 3) Ability to achieve objectives and added values.
- 4) Positive attitude towards change and continuous improvement.

- 5) The responsibility and integrity of individuals regarding their commitment to work well done .
- 6) Respect for the environment, contributing to the elimination of negative effects on it.
- 7) Transparency, making public all relevant data on the activity of the enterprise.

Through this Code are emphasized those values of the enterprise that guide our behavior as professionals of Unicorn Carpets SRL, as well as the rules of conduct, the general lines of action that must be the basis of the company's decision making.

2. Objectives

The objectives of the Code of Conduct are to provide all management, employees a deontological guide as well as to define the principles of action, establishing the values and commitments that must guide their professional activity within the Enterprise. Giving an effective response to those requirements is one of the aspects essentials of our reputation in the market. Each person within the enterprise can influence this aspect through the way it operates and through the relationships which it establishes in daily contact. As a result, the strengthening of this reputation depends on all persons in the enterprise, who will act with transparency, with objectivity, with integrity, with responsibility, fairness and respect. Generalized monitoring will ensure that the results will be obtained in compliance with the legal norms and according to the principles and the ethical values that the enterprise wants to demonstrate and transmit at the level internally and externally, becoming a mandatory norm for all persons who, directly or indirectly, acts on behalf of the enterprise.

3. Application framework

This Code of Conduct is mandatory for all persons who are part of the Enterprise. All persons have the obligation to know and to observe rules of conduct, and their ignorance does not exempt them from the obligation to respect them. Also, Unicorn Carpets SRL encourages companies that are suppliers, customers, entrepreneurs, to act according to this Code and to apply ethical programs that are in accordance with the company's standards. The enterprise will take the appropriate measures if it is sure that the policies or contractual obligations are not respected.

4. Rules of conduct

Unicorn carpets SRL totally rejects any kind of illicit practice, expressly recording the total prohibition of these practices in the company's bosom. That's why the company takes commitment to develop in-house procedures that contribute to compliance with applicable legislation .

All persons who are part of the enterprise must;

- 1) - fulfill its functions within the enterprise by applying strictly the legislation in force and avoiding any practice that is not ethically acceptable, according to strict criteria of honesty and moral integrity.
- 2) - assume, fulfill and comply with all policies, procedures and regulations of the Enterprise.
- 3) - act in a clear and transparent manner, ensuring that none of his actions can be interpreted as a deception. The enterprise takes a commitment to provide a working environment where there is no sexual harassment, or of another nature, both if it comes to harassing an employee, and vice versa and takes a commitment to ensure fair and dignified treatment of all persons.

As a result, no discriminatory practice will be tolerated depending on race, color, sex, age, religion, ethnic or geographical origin, disability or any illegitimate cause. Still differentiating people according to their skills or professional qualities required for a certain job, is not a reason for discrimination.

5. Business Ethics

This Code of Conduct in Business is based on the fundamental principles with which we build and we maintain, in a continuous growth, the relations with the authorities, customers, employees, and partners. Unicorn Carpets SRL undertakes to carry out its commercial activities in a sustainable manner, ethical and responsible with its customers, shareholders and employees, building relationships based on trust and supported by values such as integrity, fairness and respect for the law. The Code acts as an integral tool for decision-making, determining actions and strengthening attitudes in business activities. By its specificity and nature, this code is a guide that helps us maintain high standards of the entity, by reference to the ethical culture of the enterprise, in the context of the legislative framework in force.

6. Anticorruption

Corruption is a form of using influence to gain a personal benefit or to a third party. To solicit, accept or receive without right any thing of value or service, to secure an advantage in any form in return for or as a condition for the performance of duties, or to influence third parties to do so, represents an inadmissible practice within the Enterprise.

7. Acts of corruption and bribery

Unicorn Carpets SRL does not tolerate corruption in any way. We are committed to end business relationships and to not achieve business relationships with people engaged in corrupt practices. All contracts with representatives and other intermediaries require prior approval and we will inform each intermediary about our position regarding the condemnation of corruption acts. We unfold procurement processes in a fair and transparent manner. We carry out extensive expertise, when appropriate, for evaluating suppliers, contractors and subcontractors to ensure that they have policies and effective commitments to combat corruption.

8. Anti-trust practices

Unicorn Carpets SRL believes in fair and open competition, and requires adherence to all anti-trust laws or applicable competition from around the world. All employees must comply with these laws always, must comply with anti-trust policies and policies of Unicorn Carpets SRL. As a general rule, the agreement or agreements concluded between competitors in respect of what concerns the prices, trading conditions, estimated sales of a specific service or product, scheduled revenues or expenses of production, stocks and markets violate the anti-trust legislation. These instructions also apply to informal contacts with competitors, including those fairs or meetings of professional organizations.

9. Conflict of interest

Unicorn Carpets SRL discourages engaging in any other activities that are, or appear to be, in conflict of interest with the employers' tasks within the enterprise. The enterprise expects for each employee to avoid circumstances in which personal or familiar interests conflict with enterprise's interests .

Employees must declare in writing any employment of relatives or associates.

Unicorn Carpets SRL will include in its contracts with business partners a clause regarding their obligation to comply with the provisions of this Code that are relevant to them.

The enterprise approaches an objective attitude in relation to the problems of interest of the partners and clients.

We invite all interested persons to report any deviations from the rules of this Code or their violation, admitted by the employees of Unicorn Carpets SRL.