

The goal of TOPSIL Sp. z o.o. SK is that the products offered cover all the needs and expectations of our current and future customers. We are full responsible for that the offered products are safe for their health and must comply with legal requirements. Our goal is that all our clients' orders should be realized in agreed dates and accepted in full. We strive to improve the way our employees work, to increase the efficiency and to expand the use of the Integrated Quality System. The means to implement this strategy is implemented and continuous improvement of the Integrated Quality and Environment Management System compliant with ISO 9001, ISO 14001 standards, application of GMP practices.

## 1.The Quality Policy is realized by:

- Improvement the sales forms and customer service.
- Contract manufacturing of medical devices
- Strengthening the company's image as an organization associated with credibility, reliability and high quality of products offered to ensure our customers' satisfaction, including by implementing high standardization of products and packaging.
- Improving the work system of employees by, among others training and computerization of work in the company.
- Effective work organization by sharing responsibilities and competences in a way that identifies quality and safety issues.
- Continuous improvement of sanitary and hygienic conditions of production, among others by improving the machine park, modernizing production halls, warehouses and office rooms.

The Management Board of TOPSIL Sp. z o.o. SK guarantees the implementation of the determined Quality Policy through organizational activities, appropriate personnel policy, providing financial resources and periodic analysis of the effectiveness and effects of the actions taken. The high level of quality of manufactured products is the customer's satisfaction and a guarantee of the future development of the enterprise and its employees.

## 2. The Ethical Trade Policy is realized by:

- Relations with Customers and Suppliers

- a) Equality, integrity and mutual respect are the foundations of lasting and favorable business relations.
- b) We make every effort to ensure that our products comply with the declared parameters and legal provisions.
- c) We do not accept any other means or methods of action except those legally recognized.
- d) We consider unacceptable corruption practices of any kind.

e) We treat Customers and Suppliers as partners, contributing to our company's market success

- **Relations with employees:**

- a) We employ and promote employees based on their qualifications, without any political, racial, religious or national discrimination, regardless of gender, age, marital status or restrictions not applicable work performed.
- b) We comply with legal requirements regarding occupational health and safety. We strive to create a friendly and safe work environment.
- c) We ensure regular payment of fair wages on agreed dates and we use a system of rewarding employees for the work done.
- d) We comply with the rules regarding working time.
- e) We base relations with Employees on mutual respect and respect for the dignity of each person.

- **Relations with state and local government institutions:**

- a) In our business activities, we take into account the interests of the wider social environment.
- b) We use truthful information in communication with the bodies of State Institutions.
- c) We care for proper accounting and timely settlement of financial obligations towards State and Local Government Institutions.

### **3. The Environmental Protection Policy is realized by:**

- a) Cooperation in the field of waste utilization only with companies that meet applicable legal requirements
- b) The use of modern protective techniques in the extrusion process, minimizing the emission of pollutants into the atmosphere.
- c) Limitation of oil and emulsion losses in operated machines
- d) Reduction of electricity consumption.

We are aware of how much human activity can have an impact on the environment and nature, and what the negative effects of this activity may be. It is important for us that these effects are kept to a minimum. This is our company's priority in the field of environmental protection. The Integrated Management System policy is known and implemented by our employees and made available to interested parties.

The Document is accepted by:  
**The Management Board of TOPSIL Sp. z o.o. SK**

Document Owner:  
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