

Group Anti-Bribery and Corruption Policy



Effective date : 18. 09. 2020
Last modified: 08. 11. 2023
Approved: Board of Directors

	Name	Position	Date
Issued by	Remon L. Vos, FRICS	CEO	18. 09. 2020

Version number:	03
Effective date:	15. 12. 2023
Date and place of issue:	08. 11. 2023, Amsterdam
Applicable to:	Employees, External staff, Board members

Changes overview	
30. 12. 2022	Rohia Hakimová , Group AML & Compliance Officer
30. 12. 2022	Approved by Richard J. Wilkinson, Group CFO
24. 10. 2023	Rohia Hakimová , Group AML & Compliance Officer
08. 11. 2023	Approved by the Board of Directors

Introduction

This CTP Group Anti-Bribery and Corruption Policy is designed to help understand the legislation relevant to bribery and corruption, what can be understood as a bribe or corruption in practice and therefore CTP Group (as defined below) rules on gifts and hospitality are also stipulated in this policy. These rules apply not only to gifts and hospitality in connection to clients or potential clients, but also other third parties in a relationship with the CTP Group such as business partners, including suppliers, public authorities and others.

This CTP Group Anti-Bribery and Corruption Policy applies to all entities pertaining to CTP group of companies ("CTP Group") and everyone within the CTP Group:

- Executive and non-executive members of the Board of Directors (hereinafter "Directors"); and
- Full or part-time employees, temporary staff and individuals providing services to the CTP Group as contractors (hereinafter "CTP Staff"),

irrespective of their duties, position in the CTP Group hierarchy or the country they are based in.

Any reference made to the CTP Group further in this policy shall include any CTP Group entity.

All CTP Staff and Directors are required to confirm compliance every year and to follow appropriate training.

This policy applies to both providing and accepting gifts or hospitality. It applies not only to gifts and hospitality in connection to clients or potential clients, but also other third parties in a relationship with the CTP Group such as business partners, including suppliers, public officials etc.

This policy cannot be applied retroactively beyond its effective date.

This policy is available at Compliance Office.

This policy should be read in conjunction with the Annex 1 hereto, which details the local jurisdiction's specifics, and the CTP Code of Conduct available at CTP website.

In case of any doubts regarding application of the rules set forth in this policy, please contact the CTP Group AML & Compliance Officer at compliance@ctp.eu.

Each CTP Staff and Directors acknowledges and understands that failure to comply with the rules set out in this policy may represent a possibility of serious legal, financial, business and reputational risks for individuals and/or the CTP Group as such or individual companies within the CTP group. Legal risks associated with bribery and corruption are regulated in the legal acts applicable in each particular jurisdiction, especially those specified in the respective part of Annex 2 hereto.

EXAMPLES OF RISKS

If an individual or a CTP Group entity in general breaches or circumvents the rules established in this CTP Group Anti-Bribery and Corruption Policy, they – both themselves and the individual companies within the CTP group – are at risk of committing certain criminal offences. Those might typically include but are not limited to the following:



AN INDIVIDUAL

Accepting Bribes

a person accepts or accepts the promise of a bribe in connection with an enterprise of his/her own or another person.



CTP GROUP ENTITY

Bribery

a person provides, offers or promises a bribe to another person in connection with an enterprise of his/her own or another person.

1. Principles

- 1.1. The CTP Group has zero tolerance for corruption and/or bribery in all forms, and accordingly compliance with this policy is required from all CTP Staff.
- 1.2. In the course of its business, the CTP Group complies with the applicable laws and moral norms, acts fairly and ethically, and expects the same conduct from all CTP Staff.
- 1.3. A typical form of corruption is bribery. There are various criminal offences, which may be considered corruption, depending on the specifics of each individual case (see the respective Annex 2 hereto for the indicative list of potentially relevant criminal offences).
- 1.4. A bribe can be considered as an undue advantage of direct asset enrichment or other benefits that the bribed person is to receive or with their consent to give to another person and to which they are otherwise not entitled. Bribes include, inter alia, payments of cash, gifts, hospitality, or anything of value (irrespective of financial value), or an inducement of any kind (see the respective Annex 2 hereto for the definition of a bribe in each jurisdiction).

EXAMPLES OF BRIBES



Facilitating a valuable gift to obtain a public contract through a consultant.



Employing a public official's son to influence the award of a mandate in favour of the CTP Group.

Gifting a public official handling building permits in order to expedite the permit issuance process.	An employee takes over construction with unfinished work from a supplier and ensures the subsequent payment of the full reward amount in exchange for financial compensation to their own benefit.
Requesting or accepting benefits or commissions for recommending a subcontractor.	
An employee confirming the completion of unperformed tasks as part of additional work in exchange for a share of the reward.	In exchange for a promise of a holiday voucher, an employee conceals the fact that a supplier provided material of a quality worse than agreed upon.
Offering a reward to an expert for preparing an appraisal in favor of a member of the CTP group/business partner.	An employee allows unauthorized use of CTP group lands by a supplier in exchange for a financial reward.

- 1.5. The CTP Group and the CTP Staff and Directors are prohibited from offering, promising or paying bribes or accepting them or accepting the promise of a bribe, using other persons for these purposes, or inducing or allowing any third party or the client to make or receive them on their behalf. These prohibitions also apply to all forms of hints or suggestions of the possibility of such conduct.
- 1.6. The CTP Group and the CTP Staff and Directors are prohibited from encouraging or permitting persons associated with them within their performance of work or position for the CTP Group to offer, promise or pay bribes or receive bribes.
- 1.7. Any person found to be engaged in bribery or corrupt activity will be subject to the CTP Group disciplinary measures.
- 1.8. The CTP Group is also committed to ensure that no CTP Staff will suffer adverse consequences for refusing to engage in conduct that would violate the CTP Group Anti-Bribery and Corruption Policy, the CTP Group Code of Conduct or applicable legal regulation or for refusing to engage in corrupt conduct.
- 1.9. Giving and receiving gifts or hospitality may be important for good relationships. Good relationships help generate business, however, in certain situations, the acceptance or provision of gifts or hospitality can expose the CTP Group to accusations of impartiality, unfair business conduct or even breaches of laws or regulations. It is due to that this policy specifies the acceptable standards and manners within the CTP Group.
- 1.10. CTP complies with international standards and agreements, such as the United Nations Guiding Principles on Business and Human Rights (UNGPs) and the OECD Guidelines for Multinational Enterprises (MNEs).

2. Notification and Consultations Facilitation payments

2.1 The CTP Group Staff is required to report any known or suspected incidents of bribery or corruption to the CTP Group AML & Compliance Officer without undue delay (e.g. in any situation where the CTP Group employee or Director is asked to pay a bribe, or receive a bribe or learns that such incident happened within the CTP Group entities). The CTP Group employees are requested to discuss any bribery or corruption-related concerns with the CTP Group AML & Compliance Officer (e.g. where a relationship is tainted by a suspicion that bribery is, or may become, an issue).

3. Facilitation payments

3.1 Facilitation payments, i.e. payments to public officials in order to facilitate or speed up a public service action, are prohibited, even where such payments are made routinely within the relevant jurisdiction, provided they are not required by local mandatory law. Standard administrative fees are not deemed facilitation payments.

3.2 **A public official** is for instance a judge; a public prosecutor; a member of the government or parliament, or another person holding office in another public authority; a council member or a responsible official of the local government or public authority; a member of the armed forces or security forces (e.g. a police officer), a financial arbiter or his/her deputy (see the respective part of Annex 2 hereto for the indicative list / definition a public official in each jurisdiction).

3.3 If gifts or hospitality are to be provided to public officials, they must be carefully considered and should only be provided on a strictly exceptional basis. All CTP Staff and Directors should be very careful in assessing the circumstances of giving a gift to a public official to avoid it being interpreted as a bribe or facilitation payment, which are prohibited. The rules described below apply - in particular pre-approval and registration requirements have to be obtained (see Section 8.8 hereof).

4. Charitable and Sponsorship Contributions

4.1 Charitable and sponsorship contributions made in the name of a CTP Group entity must not be used (and they must not give the impression that they are used) as a "disguised" form of bribery.

4.2 Charitable and sponsorship contributions in the name of a CTP Group entity can be made only under the following conditions:

- The contribution must always be provided in a transparent manner, i.e. there must be proper documentation, including the identity of the recipient of the contribution and the reason for the contribution;
- The contribution may not be used to obtain any illicit advantage and cannot damage the CTP Group's image;
- The destination of the funds will be verified by requesting the recipient the necessary supporting documentation;
- The contribution has been approved by the CTP CEO or CEO deputy and the CTP Group AML & Compliance Officer. Prior to granting his/her approval, the CTP Group AML & Compliance Officer will conduct and document appropriate due diligence on the proposed recipient to evaluate the legality of the contribution and connected risks.

5. Political Contributions

- 5.1 The CTP Staff are prohibited from making any political contributions on behalf of a CTP Group entity, unless approved in advance by the CTP CEO or CEO deputy and the CTP Group AML & Compliance Officer.

6. Hiring Referrals

- 6.1 The CTP Group supports a transparent, objective and competitive hiring process, in which candidates are selected based upon their qualifications and the needs of the CTP Group. Anti-corruption related principles and rules also apply to the hiring referral process for new CTP Staff.

7. Selection of Suppliers and clients

- 7.1 The CTP Group further supports a transparent, objective and competitive process for selecting the CTP Group entities' suppliers and clients, in which the said business partners are selected based upon their qualifications and the CTP Group's needs. Anti-corruption related principles and rules also apply to the process for selecting the CTP Group entities' suppliers and clients. The CTP Group emphasizes proper and adequate due diligence of business partners, taking into account the level of risk in relation to their compliance with legal regulations related to the fight against corrupt practices.
- 7.2 The CTP Group requires its business partners to provide sufficient assurances of the adoption and implementation of adequate internal processes for the purpose of complying with anti-corruption legal regulations.
- 7.3 The CTP Group's processes related to the selection and treatment of suppliers and clients are also subject to the CTP Group's specific anti-fraud rules and policies.

8. Gifts and Hospitality

- 8.1 While accepting and providing gifts or hospitality from/to any third person outside the CTP Group in relation to the CTP Group's activities is in some situations considered a form of courtesy, it must be ensured that CTP Staff and Directors do not give or receive gifts or hospitality that are inappropriate and could be considered to constitute bribery. CTP Staff and Directors may offer or accept only such gifts or hospitality that are reasonable and proportionate.
- 8.2 A gift means any material benefit offered in the context of a social relationship. The reasonability and proportionality of its value is heavily dependent on circumstances (standard of living, context, etc.) and the individuals involved. For example, Christmas and birthday gifts are also considered a gift under this policy and must be received and offered in accordance with the rules set forth herein (including approval and registration obligation, as described below).
- 8.3 Hospitality means an immaterial benefit intended as a way of showing attention to others. The reasonability and proportionality of its value will depend on the hosts and the circumstances.

8.4 The nature of hospitality and gifts may vary greatly, for example:

- Items, cash, bonuses, payments, cash equivalents (vouchers, gift certificates, etc.), loans, personal discounts and allowances, free services, etc.;
- Business meals, invitations to cultural, sporting or social events, entertainment, travel, accommodation expenses, etc.

8.5 The rules set in this policy for gifts and hospitality do not, on the other hand, apply to organization of marketing and/or business development events by the respective CTP Group entity. These events themselves neither are considered hospitality, nor gift under this policy. The organization of these events is subject to specific budgeting and approval rules. Nevertheless, within the organization and during the participation at such events, the CTP Staff and Directors must comply all other rules set forth by this policy.

8.6 In determining whether a gift or hospitality is reasonable and proportionate, its value and frequency must be considered. The value of a gift will be interpreted from the perspective of the receiver (so for example, a gift bought for a reduced price still has a value corresponding to the original price of the item). For the purposes of this policy, gifts and hospitalities are categorized according to their value based on the following thresholds (figures are including VAT):

VALUE	Common	Expensive	Very expensive	Not permitted
Amount (EUR)	max. 25	from 26 to 150	from 151 to 500	from 501

8.7 For the purpose of this policy, thresholds shall be calculated cumulatively:

- For the period of a calendar year from the first occasion of giving and/or receiving a gift or hospitality to/from the same entity (or individual if not representing a specific entity) by the CTP Group employee or Director; or the donor, in the case where the recipient is an Employee of CTP, a member of the Management of the group/company CTP, or the group or an individual company within the CTP group; and
- For all materially interconnected gifts or hospitality, regardless of the giver or recipient.

8.8 In any case, gifts or hospitality can be provided or accepted only under the following conditions:

- They are given as an expression of goodwill and not in expectation of a return favour or in order to facilitate any engagement and should not be intended (or appear to be intended) as de facto facilitation payments or constitute any other unjustified inducement;
- They are provided openly and transparently;
- Offering or accepting cash or cash equivalents, e.g. gift certificates or shopping/vacation vouchers is prohibited;
- The value of the gift or hospitality is reasonable and proportionate;
- The value of the gift or hospitality does not exceed EUR 500 – accepting and providing gifts and hospitality with value over EUR 500 is not permitted; and
- The following pre-approval and registration rules are complied with:

Gift or hospitality (given or received)	Cost/value per person Consider cumulative effect	Pre-approval required from:	Registration required
Public Officials	All gifts and hospitality	CTP Group AML & Compliance Officer	YES
Others (e.g. clients or suppliers)	Gifts and hospitality of common value	Not required	NO
	Gifts and hospitality of expensive value	Not required	YES
	Gifts and hospitality of very expensive value	CTP Group AML & Compliance Officer	YES

9. Gift Register

9.1 Gifts and hospitality must be recorded in a gift register according to the matrix below.

9.2 The gift register is maintained by the CTP Group AML & Compliance Officer. All CTP Staff are required to register each gift and hospitality (if applicable, based on the registration rules above) with the CTP Group AML & Compliance Officer without undue delay following its provision or receipt. The registration rules apply even in cases where the offer of a gift or hospitality was declined by the recipient.

9.3 At least the following information must be recorded:

- Name and position/office of donor and recipient;
- Date of offer/receipt;
- Description of gift or hospitality;
- Any relevant context; and
- Value of gift or hospitality.

10. Responsibility

10.1 Every individual Employee and member of the Management is responsible for complying with this directive.

10.2 The Group AML & Compliance Officer of the CTP Group is additionally tasked with monitoring the fulfillment of this directive, overseeing its compliance, and ensuring, particularly through training, that Employees are aware of its content. The Group AML & Compliance Officer also reports to the Management on the implementation of this directive, at least once a year, and more frequently if necessary or appropriate.

10.3 The Management is responsible for implementing this directive in the daily processes of the relevant CTP group companies, ensuring its fulfillment, and reviewing the report prepared in accordance with section 9.7.

10.4 Managers at all levels of CTP group companies are responsible for implementing and complying with the requirements of this directive within their entrusted organizational roles in the structure of CTP group companies. In cooperation with the Group AML & Compliance Officer, managers also ensure that their subordinate employees are familiar with and understand this directive.

11. Consequences of Violation

11.1 The CTP Group is obliged to act in accordance with legal regulations under all circumstances. It is fully aware of the need to emphasize the seriousness of the consequences that corrupt practices, including mere suspicion thereof, could have for the Employees, individual companies of the CTP Group, and the Group as a whole, not only in terms of the threat of damage to reputation, but also potential civil and criminal consequences.

11.2 In the case of corrupt practices, Employees and Management expose themselves to the risk of criminal prosecution and conviction for criminal activity, with all associated consequences, including the possible imposition of imprisonment, fines, and the obligation to compensate for damages (a guiding list of potentially relevant criminal offenses can be found in Annex 2 of this directive).

11.3 By engaging in corrupt practices, Employees and members of the Management not only endanger themselves but also the CTP Group, or individual companies of the CTP Group. Depending on the legal regulations of individual jurisdictions, wrongful acts committed by an Employee or a member of the Management of the affected company of the CTP Group may be attributed to the company itself. As a result of the corrupt practices of an Employee/member of the Management, criminal proceedings may be initiated against the company, and it may be convicted of corruption-related criminal activity (possibly together with these Employees or members of the Management). This can have significant negative impacts on the given company, the entire CTP Group, and ultimately all Employees and members of the Management. It is therefore in the interest of all to prevent and not tolerate violations of this directive.

11.4 CTP Group companies consistently investigate all suspicions of violation of this directive and will unequivocally impose appropriate labor-law and other consequences for such violations, including possible recovery of damages, both material and non-material (e.g., reputational) in full. In legally mandated cases, members of the CTP Group also have the obligation to hand over the matter for investigation to criminal justice authorities, otherwise, they themselves risk committing a criminal offense. This obligation will be consistently assessed and complied with in each individual case.

12. Improvement

12.1 The Management, in cooperation with Group AML & Compliance Officer, ensures the proper implementation of this directive into the daily operations and internal processes of all CTP Group companies [and this evaluation will also be considered as part of the regular evaluation of the compliance management system, including the assessment of the suitability, adequacy, and effectiveness of the adopted anti-corruption measures].

12.2 In the event of identifying shortcomings or opportunities for improvement in achieving the objectives of this directive, the relevant corrective/improving measures will be taken by the CTP Group entities.

12.3 Every Employee can express their opinion on how this directive or anti-corruption processes within the CTP Group could be improved. These suggestions can be submitted to Group AML & Compliance Officer, either in person or by email to compliance@ctp.eu. The suggestions will be evaluated and subsequently presented to the appropriate members of the Management.

13. Whistleblowing channel

13.1 CTP maintains a confidential anonymous whistleblowing channel. The channel allows CTP Directors, CTP Staff and third parties to raise complaints or concerns on non-compliance with our Group Code of conduct, respective policies and ethical standards, to report fraudulent behaviour or to seek advice in compliance matters.

13.2 All reports delivered through this channel will be handled fairly, properly and without undue delay. The whistleblowing channel is anonymous. However, providing your name and contact details will help to get more details if necessary and improve the investigation. CTP is committed to protect whistleblowers submitting disclosures in good faith against retaliation. All whistleblowers will be treated with respect, dignity and confidentiality.

13.3 We refer to our Whistleblower policy for more information. This policy is available on our website. The gift register is maintained by the CTP Group AML & Compliance Officer. All CTP Staff are required to register each gift and hospitality (if applicable, based on the registration rules above) with the CTP Group AML & Compliance Officer without undue delay following its provision or receipt. The registration rules apply even in cases where the offer of a gift or hospitality was declined by the recipient.

EMPLOYEES AND THIRD PARTIES CAN RAISE CONCERNS VIA



e-mail address:
whistleblowing@ctp.eu



post mail or personal visit:
CTP Invest, spol. s r.o.
Group AML & Compliance Officer
Národní 135/14, 110 00 Prague, Czech Republic



hot line:
(+420) 607 287 287



External independent web application FaceUp.
<https://www.report.faceup.com/en/>
(Password FACEUP)

Annex 1 to the CTP Group: Anti-Bribery and Corruption Policy – Applicability to CTP Group entities

This Annex 1 to the *CTP Group: Anti-Bribery and Corruption Policy* contains the list of CTP Group entities, to which this policy applies, and related information.

COUNTRY	ENTITY NAME	ADDRESS	ID
Austria	CTP Invest Immobilien GmbH	Himmelpfortgasse 2/5, Stock, 1010 Wien	FN528284p
Bulgaria	CTP Invest EOOD	Sofia 1517, District Poduyane, 247, Botevgradsko Shose Blvd., floor 7, Republic of Bulgaria	UIC 204087798
Czech Republic	CTP Invest, spol. s r.o.	Central Trade Park D1 1571, 396 01 Humpolec	IČO: 261 66 453
Germany	CTP Deutschland B.V.	Lietzenburger Str. 75 10719 Berlin	RSIN 864491748
Germany	CTP Invest Germany GmbH	Lietzenburger Str. 75, 10719 Berlin	HRB: 268460
Great Britain	CTP INVEST LIMITED	4th Floor, 115 George Street, Edinburgh, UK EH2 4JN	reg. SC690624
Hong Kong	CTP Invest Hong Kong Limited	Unit B, floor 17/F, United Centre, 95 Queenway, Admiralty, Hong Kong	reg. No. 7581580-000-09-23-6
Hungary	CTP Management Hungary Korlátolt Felelősségi Társaság	Verebély László utca 2., 2051 Bitorbágy, Hungary	court reg. number: Cg. 13-09-186380
Poland	CTP Invest Poland sp. z o.o.	Rondo Organizacji Narodów Zjednoczonych 1, 00-124 Warsaw	KRS 0000284324
Romania	CTP Invest Bucharest S.R.L.	Dragomiresti-Deal, Dragomiresti-Vale Commune, Building B, ground floor, office no. 2, Ilfov County	19746002
Serbia	CTP Invest doo Beograd - Novi Beograd	Bulevar Zorana Đindića no. 64a, Beograd-Novi Beograd, Republic of Serbia	Matični broj: 21287172

Slovak Republic	CTP Invest SK, spol. s r.o.	Laurinská 18, 811 01 Bratislava, Slovakia	IČO: 36 697 109
The Netherlands	CTP N.V.	Apollolaan 151, 1077AR Amsterdam, NL	RSIN 860528091
The Netherlands	CTP INVEST B.V.	Apollolaan 151, 1077AR Amsterdam, NL	RSIN: 862180235

Annex 2 to the CTP Group: Anti-Bribery and Corruption Policy

Austria

This annex to *the CTP Group: Anti-Bribery and Corruption Policy* applies to all activities of the CTP Group taking place in or related to Austria.

Introduction

Legal risks associated with *the CTP Group: Anti-Bribery and Corruption Policy* are regulated, above all, in the following acts, applicable within Austria:

- Austrian Criminal Code (Strafgesetzbuch), sections 302 to 309;
- Austrian Statute on Responsibility of Legal Entities (Verbandsverantwortlichkeitsgesetz).

Definitions

Under Austrian Law, both granting an illicit benefit (active bribery) and accepting such a benefit (passive bribery) constitute a crime.

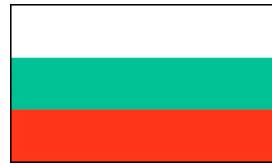
A bribery is defined as offering, promising or granting a benefit to a Public Official or a third party for the purpose of influencing the public functions of the Public Official. On the hand, granting a benefit to a Public Official amounts to bribery, where it is done as a compensation for an action or omission that *thwarts* official. In addition, bribery also arises where benefits are granted for an action or omission *in line with* official duties or with an intent to gradually influence a public official in the future. Note that pursuant to Austrian case law, so-called "hospitality expenses of low value and in accordance with local customs" are permissible if they are below a certain value (currently, benefits of a value of up to EUR 100 are considered insignificant). Examples of such expenses are for Christmas presents, flowers for birthdays and meals after lectures.

A private bribery is defined as offering, promising or granting any benefit to an employee or agent of a company, or a third party, as a compensation for undutiful performance or omission of a legal act within the course of business of the company. Similarly, employees or agents of a company commit a crime, if they demand, allow themselves to be promised, or accept (for themselves or a third party) any benefit for the undutiful performance or omission of a legal act within the course of business of the company.

In addition, individuals who have been entrusted with managing assets or were given power of authority, commit a **breach of trust**, if they accept a benefit which is not insignificant (the relevant threshold is a value of more than EUR 100) and fail to hand it over to their principal.

The definition of **Public Official** is set out in Section 74 (1)(4) of the Criminal Code. A Public Official is anyone who performs, as a body or employee, any legislative, administrative or judicial duties for the Austrian federal republic, a province of Austria, an association of municipalities, municipalities, a legal entity under public law (e.g., a university), or foreign country or an international organisation. The definition includes EU officials. Further, organs or employees of companies, which are owned or controlled by the Austrian or a foreign state, are also considered public officials (e.g., the national railway company ÖBB, the public road maintenance company ASFINAG, or the national post Post AG). A company is government-owned or - controlled if the Austrian or a foreign state holds, directly or indirectly, at least 50% of its shares if it otherwise controls the company. Please note that the wide scope of the definition of Public Officials encompasses a wide range of individuals who may not be considered “public officials” in other jurisdictions. A careful case-by-case analysis is therefore required.

Annex 2 to the CTP Group: Anti-Bribery and Corruption Policy



Bulgaria

This annex to *the CTP Group: Anti-Bribery and Corruption Policy* applies to all activities of the CTP Group taking place in or related to the Republic of Bulgaria.

Introduction

Legal risks associated with *the CTP Group: Anti-Bribery and Corruption Policy* are regulated, above all, in the following acts, applicable within the Bulgarian jurisdiction:

- The Criminal Code, Section IV. articles 301 – 307a as amended (“**Criminal Code**”), e.g. criminal offences stipulated in Art. 301 Passive Bribery, Art. 302 Abuse of office, Art. 304 Active Bribery, Art. 304a Bribery of official on a managing position, Art. 304b Bribery for exercising influence on decision-making official, Art. 305 Bribery by and of an arbitrator, expert, defender or trustee, Art. 305a Bribery intermediation, Art. 307 Provocation to bribery; Art. 145 Unlawful disclosure of secrets of another person;
- The Law on Counteraction to Corruption and Confiscation of Illegally Acquired Property. The authority for counteracting corruption among senior public officials is the Commission for Counteracting Corruption and Confiscation of Illegally Acquired Property. The Commission is an independent specialized permanently acting state authority implementing the policy on counteraction to corruption and confiscation of illegally acquired property.

Definitions

A corruption as such is defined in Art. 3 of the Law on Counteraction to Corruption and Confiscation of Illegally Acquired Property. Corruption within the meaning of the law occurs when, as a result of holding a senior public office, the person abuses his/her power, violates or fails to perform his/her official duties in order to directly or indirectly derive undue material or non-material benefit for them or for others. The corruption is a form of bribery, which is punishable according to Section IV (Art. 301 -307a) of the Criminal Code.

A bribe occurs when a public official requests or accepts a gift or any benefit which is not due to them, or accepts an offer or promise of a gift or benefit in order to perform or not to perform an act *ex officio* or because he/she has performed or not performed such an act(Article 301 (1) of the Criminal Code). According to Article 304 (1) of the Criminal Code, bribery is also offering, promising or giving a gift or any benefit to a public official in order to perform or not to perform an act *ex officio* or because he/she has performed or has not performed such an act.

A **public official**, according to Article 93, item 1 of the Criminal Code, is an individual who is assigned to perform for remuneration or for free, temporarily or permanently: service in a state institution, with the exception of those performing activity only on material performance; managerial work or work related to the safekeeping or management of another's property in a state enterprise, cooperative, public organization, other legal entity or sole trader; function of notary and assistant notary, private bailiff and assistant private bailiff. Examples include: judges; public prosecutors; the President of the Republic of Bulgaria, Members of the Parliament of the Republic of Bulgaria, members of the Government of the Republic of Bulgaria; members of the armed forces or security forces, or police officers; etc.

A **foreign public official** is deemed a public official under the Criminal Code and is liable under the terms set out in articles 301, 304 and 304b of the Criminal Code. A foreign public official according to Article 93, item 15 of the Criminal Code is an individual who performs: service in an institution of a foreign state; functions assigned by a foreign state, including by a foreign state enterprise or organization; service or assignment assigned by an international organization, as well as service in an international parliamentary assembly or international court; or arbitrator functions assigned in accordance with the law of a foreign state.

Annex 2 to the CTP Group: Anti-Bribery and Corruption Policy



Czech Republic

This annex to *the CTP Group: Anti-Bribery and Corruption Policy* applies to all activities of the CTP Group taking place in or related to the Czech Republic.

Introduction

Legal risks associated with *the CTP Group: Anti-Bribery and Corruption Policy* are regulated, above all, in the following acts, applicable within the Czech jurisdiction:

- Act No. 40/2009 Coll., the Criminal Code, as amended ("Criminal Code"), e.g. criminal offences stipulated in Art. 255 Misuse of Information in Business Relations, Art. 255a Abuse of Status in Business Relations, Art. 256 Arranging Advantage in Commission of Public Procurement, Public Tender and Public Auction, Art. 257 Manipulations in Commission of Public Procurement and Public Tender or Art. 331 Accepting Bribes, Art. 332 Bribery, Art. 333 Indirect Bribery, etc.;
- Act No. 418/2011 Coll., on Criminal Liability of Legal Entities and Proceedings against Them, as amended ("Act on Criminal Liability of Legal Entities"). Criminal Liability of Legal Entities is defined in Art. 8 of the Act on Criminal Liability of Legal Entities.

Definitions

A **corruption** as such is not defined by the Criminal Code. A typical form of corruption is **bribery**, which is punishable under Articles 331 – 333 of the Criminal Code.

A **bribe**, according to Article 334 (1) of the Criminal Code, means an unauthorized advantage of direct asset enrichment or other benefits that the bribed person is to receive or with their consent give to another person and to which they are otherwise not entitled.

A **public official**, according to Article 127 of the Criminal Code, is a judge; a public prosecutor; the President of the Czech Republic, a Senator or a Member of the Parliament of the Czech Republic, a member of the Government of the Czech Republic, or another person holding office in another public authority; a council member or a responsible official of the local government, public authority, or other public authority; a member of the armed forces or security forces, or police officer; a court bailiff in the execution of enforcement activities and the activities carried out under the authority of the court or the public prosecutor; a notary in carrying out actions in the probate proceedings as a court commission; a financial arbiter and their deputy;

natural person, who was appointed as forest guard, nature guard, hunting or fishing guard, if they perform tasks of the State or society while using competencies delegated for the implementation of such tasks.

The criminal liability and protection of public officials requires, under individual provisions of the Criminal Code, the commission of a criminal offence in connection with their competencies and liabilities.

A public official of a foreign State or an international organisation is under the terms set out in Article 127 of the Criminal Code deemed to be a public official under the Criminal Code, unless an international treaty stipulates otherwise or if they operate in the territory of the Czech Republic with the consent of the authorities of the Czech Republic; such consent is not required if it concerns an official of the International Criminal Court, International Criminal Tribunal or similar international judicial authority that meets at least one of the conditions stated in Article 145 Paragraph 1 Letter a) of the Act No. 104/2013 Coll., on International Judicial Cooperation in Criminal Matters.

In relation to the criminal offences of **bribery acceptance** (§ 331 of the Criminal Code), **bribery** (§ 332 of the Criminal Code), and **indirect bribery** (§ 333 of the Criminal Code), an **official person is understood to include all the official persons mentioned above, as well as** any person (i) holding a position in a legislative, judicial, or other public authority body of a foreign state, (ii) holding a position, employed, or working in an international judicial body, (iii) holding a position, employed, or working in an international or supranational organisation established by states or other subjects of public international law, or in its body or institution, or acting on behalf of such an organisation, or (iv) holding a position in a business legal entity in which the Czech Republic or a foreign state **has a decisive influence, provided that the performance of the function, employment, or work referred to in points (i) - (iv) is associated with the authority in procuring matters of public interest, and the criminal offence was committed in connection with this authority.**

Attribution of Criminal Liability

The Law on Criminal Liability of Legal Entities is based on the principle that a legal entity **can be held responsible** for committing a criminal offence by persons specified therein, provided that certain conditions are met.

<p>A criminal offence committed by a legal entity generally refers to:</p>
<p>an unlawful act,</p>
<p>listed in § 7 of the Law on Criminal Liability of Legal Entities (including all the above-described "corruption" criminal offences, such as bribery, offering a bribe,</p>

indirect corruption, abuse of position in business relations, etc.), and
committed
in the interest of the legal entity ,
or
in in the course of its activities , and
committed by a a specific person* , and
attributable** to the legal entity,
Unless the legal entity has not been exonerated.***

*The individuals whose actions can be attributed to a legal entity, under the fulfilment of legal conditions, are:

- (i) **The statutory body or a member of the statutory body**, or another person in **a managerial position** within the legal entity, who is **authorised to act** on behalf of or for the legal entity,
- (ii) A person in **a managerial position** within the legal entity, who carries out management or supervisory activities at this legal entity, even if they are not the person mentioned in point (i),
- (iii) An individual who exercises **decisive influence** over the management of this legal entity, if their actions were at least one of the conditions leading to the consequence that establishes the criminal liability of the legal entity, and
- (iv) **An employee or a person in a similar position** (*hereinafter referred to as "employee" in the "Attribution of Criminal Liability" section*), when performing their work tasks, even if they are not the person mentioned in points (i) to (iii).

** Conditions of Attribution: A criminal offence can be attributed to a legal entity if it was committed:

<p>by the actions of the legal entity's bodies or the individuals mentioned above in points (i) to (iii)</p>	<p>without any further conditions</p>
<p>by the employee mentioned above in point (iv)</p> <p><i>(provided that the above-mentioned requirement is met, namely that the offence occurred in the performance of work duties)</i></p>	<p>and subject to the following conditions, that it occurred:</p> <p>based on a decision, approval, or instruction from the legal entity's bodies or individuals mentioned above in points (i) to (iii)</p> <p>or because</p> <p>the bodies of the legal entity or these individuals did not take such measures that they should have taken in accordance with another legal regulation, or which can justly be required of them, especially they did not carry out the mandatory or necessary supervision over the activities of employees or other persons to whom they are superior, or they did not take the necessary measures to prevent or avert the consequences of the committed offence.</p>

*** The Possibility of Exoneration for a Legal Entity

A legal entity is relieved of criminal responsibility if **it has exerted all the effort that could justly be required of it to prevent** the commission of the unlawful act by the aforementioned individuals.

Be advised, **the criminal responsibility of a legal entity is not hindered** if it is not possible to determine which specific natural person acted in the aforementioned manner.

For example, the fact that the acting natural person is not criminally responsible for the offence, or the legal act that was supposed to establish the authority to act on behalf of the legal entity is invalid or ineffective, does not prevent attributing the action to the legal entity.

Whistleblowing Line – Contacts

Reports of suspicions of violations of the CTP Group's directive in the area of anti-corruption and bribery can be made via the whistleblowing line, using the following contact details:

- Whistleblowing platform available here:
<https://intranet.ctp.eu/web/guest/whistleblowing>

- Email address: whistleblowing@ctp.eu
- Hotline: +420 607 287 287
- Postal mail: Národní 135/14, 110 00 Prague, Czech Republic, for the attention of:: Group AML & Compliance Officer
- Physical meetings can also be arranged upon request by the reporting party (contact the Group's Anti-Money Laundering and Compliance employee, whose contact details are available here:
https://intranet.ctp.eu/webdav/guest/document_library/Compliance%20documents/English/Compliance%20Officer%20page.pdf.

Detailed information on how to make a report via the whistleblowing line can be found here:
<https://intranet.ctp.eu/web/guest/whistleblowing>.

Annex 2 to the CTP Group: Anti-Bribery and Corruption Policy



Hungary

This annex to *the CTP Group: Anti-Bribery and Corruption Policy* applies to all activities of the CTP Group taking place in or related to Hungary.

Introduction

Legal risks associated with *the CTP Group: Anti-Bribery and Corruption Policy* are regulated, above all, in the following acts, applicable within the Hungarian jurisdiction:

- Act C of 2012 on the Criminal Code ("Criminal Code"), including crimes of corruption stipulated in Section 290 Active Bribery, Section 291 Passive Bribery, Section 293 Active Bribery Regarding A Public Officer, Section 294 Passive Bribery Regarding A Public Officer, Section 295 Active Bribery in Court or in Authority Proceedings, Section 296 Passive Bribery in Court or in Authority Proceedings, Section 298 Active Trading in Influence, Section 299 Passive Trading in Influence, Section 300 Failure to Report a Corruption Criminal Offence, etc.;
- Act II of 2012 on infringements, the infringement procedure and the infringement registration system
- Act CIV of 2001 on criminal measures applicable to legal entity ("Act on Criminal Measures Applicable To Legal Entity"). It avoids the use of the term criminal liability, instead focusing on applicable criminal law measures which are defined in Section 3.

Definitions

A **corruption** as such is not defined by the Criminal Code. A typical form of corruption is **bribery**, which is punishable under Sections 290 – 296 of the Criminal Code.

A **bribe**, according to Section 290 (1) of the Criminal Code, means that when a person who gives or promises any undue advantage to a person pursuing any activity for or in the interest of an economic operator or to any other person on account of such a person, to have him breach his duties.

A **public officer**, according to Section 459 (1) point 11 of the Criminal Code, is the President of the Republic; a Member of the National Assembly, a national minority advocate, and a Member of the European Parliament elected in Hungary; a judge of the Constitutional Court; the Prime Minister, a Minister, a State Secretary, a Permanent State Secretary, a Deputy State Secretary and a Government Delegate; a judge, a prosecutor and an arbitrator; the Commissioner for Fundamental Rights and his deputy; a notary and a deputy notary; an

independent court bailiff, a deputy of an independent court bailiff, and a junior independent court bailiff entrusted with the power to serve documents; a member of the representative body of a local government and that of a national minority self-government; a commander of the Hungarian Defence Forces exercising employer's rights over the military personnel, and a commander of a vessel or an aircraft if he is entitled to apply the provisions on investigating authorities; a person performing services, or tasks related to the exercise of public powers, at the Constitutional Court, the Office of the President of the Republic, the Office of the National Assembly, the Office of the Commissioner for Fundamental Rights, the Hungarian National Bank, the State Audit Office, a court, the prosecution service, a central state administration organ, the Parliamentary Guard, the capital or a county government office, an administrative organ of a local government, a county institution maintainer centre, or a statutory professional body, whose activities are required for the regular operation of the organ concerned; a member of the election commission.

The criminal liability and protection of public officials requires, under individual provisions of the Criminal Code, the commission of a criminal offence in connection with their competencies and liabilities.

A foreign public officer, according to Section 459 (1) point 13 of the Criminal Code, is a person performing legislative, judicial, administrative or law enforcement tasks in a foreign country; a person serving at an international organisation established by an international treaty promulgated in an Act, whose activities are required for the regular operation of the organisation concerned; a person elected to the general assembly or body of an international organisation established by an international treaty promulgated in an Act, including Members of the European Parliament elected in another country; a member of an international court with jurisdiction in Hungary or over Hungarian nationals, and a person serving at such an international court whose activities are required for the regular operation of the court concerned.

Annex 2 to the CTP Group: Anti-Bribery and Corruption Policy

Poland



This annex to *the CTP Group: Anti-Bribery and Corruption Policy* applies to all activities of the CTP Group taking place in or related to Poland.

Introduction

Legal risks associated with *the CTP Group: Anti-Bribery and Corruption Policy* are regulated, above all, in the following acts, applicable within the Polish jurisdiction:

- Act of 6th June 1997 the Criminal Code, Journal of Laws 2019, item 1950 as amended (“**Polish Criminal Code**”), e.g. criminal offences stipulated in Art. 229 Accepting Bribes, Art. 229 Offering Bribes, Art. 230 – 230a Peddling influence, Art. 296a Corruption of managers etc.;
- Act of 28 October 2002 on Criminal Liability of Legal Entities for Acts Prohibited Under Penalty, as amended (“**Polish Act on Criminal Liability of Legal Entities**”).

Definitions

A **corruption** as such is not defined by the Criminal Code. A typical form of corruption is **bribery (accepting bribes, offering bribes)**, which is punishable under Articles 228 – 229 of the Polish Criminal Code.

A **bribe**, means an unauthorized material or personal benefit for the person him or herself, or a third party, or a promise thereof in connection with performing a public function.

A **public official**, according to Article 115 § 13 of the Polish Criminal Code, is:

- 1) the President of the Republic of Poland,
- 2) a member of parliament, a senator, a councillor, a member of the European Parliament,
- 3) a judge, a lay-judge, a prosecutor, an official of a financial body of preparatory proceedings or of a body supervising a financial body of preparatory proceedings, a notary public, a bailiff, a probation officer, a receiver, a court-appointed supervisor and administrator and a person adjudicating in disciplinary bodies acting pursuant to law,
- 4) an employee in a state administration, another state authority or local government, unless exclusively a service employee, and anyone else authorised to make administrative decisions,

- 5) an employee of a state audit and inspection authority, or a local government auditing and inspection authority, unless exclusively a service employee,
- 6) a person in a managerial position in another state institution;
- 7) an official of an authority responsible for the protection of public security, or an official of the State Prison Service,
- 8) a person performing active military service,
- 9) an employee of an international criminal tribunal, unless exclusively a service employee.

For the liability for bribery according to Polish law it is crucial that the benefit is offered or accepted to/by a person performing a public function in connection with performing a public function. Therefore, whenever this procedure mentions a Public Official in Poland it shall be understood as a Person performing a public function, according to Article 115 § 19 of the Polish Criminal Code.

A Person performing a public function, according to Article 115 § 19 of the Polish Criminal Code, is not only a public official but also: a member of the local government, a person employed in an organisational unit provided with public funds, unless exclusively a service employee, and any other person whose rights and obligations in terms of public activity are defined or recognised by law or international agreement binding the Republic of Poland.

Peddling influence means giving or promising to give material or personal benefit in return for interceding in settling a matter in a public institution consisting in unlawfully exerting an influence on public official.

Corruption of managers means demanding or accepting financial or personal benefit or the promise thereof in return for abusing the authority granted to him or her, or for failing an obligation by a person holding managerial position in a company or other business entity.

Annex 2 to the CTP Group: Anti-Bribery and Corruption Policy

The Netherlands

This annex to *the CTP Group: Anti-Bribery and Corruption Policy* applies to all activities of the CTP Group taking place in or related to the Netherlands.

Introduction

Legal risks associated with *the CTP Group: Anti-Bribery and Corruption Policy* are regulated, above all, in the following acts, applicable within the Netherlands:

- The Criminal Code ("Wetboek van Strafrecht"), e.g. criminal offences stipulated as bribery in Art. 177 providing gifts or services to a public official to achieve a certain goal, Art. 178 providing gifts or services to a judge to achieve a certain goal, Art. 178a on the subsequent qualification of public officials and judges, Art. 328ter accepting or requesting gifts, promises or services, Art. 363 accepting a gift or service while reasonably knowing that this gift or service is only offered for a certain goal, Art. 364 accepting a gift or service as a judge while reasonably knowing that this gift or service is only offered for a certain goal, and Art. 364a on the subsequent qualification of public officials.
- Art. 51 of the Criminal Code describes that Criminal Offences may be committed by natural persons, such as the CTP Staff and Directors, and legal entities, such as the CTP Group.

Definitions

A **corruption** as such is not defined in the Criminal Code. A typical form of corruption is **bribery**. The Criminal Code distinguishes between bribery of public officials, punishable according to Art. 177 – 178a of the Criminal Code, and bribery of non-public officials, punishable according to Art. 328ter of the Criminal Code.

A **bribe**, according to the Criminal Code, means making or receiving a gift or a promise, to which the bribed person otherwise would not be entitled, with the object of inducing the bribed person to act or to refrain from acting, in the execution of his duties, in a manner contrary to the requirements of his office.

A **public official**, in terms of Art. 177 (1) of the Criminal Code, relates to anyone that is employed by the government or performs government tasks under government supervision. Art. 84 of the Criminal Code define public officials as:

- members of representative bodies (e.g. the prime-minister of the Netherlands, ministers, state secretaries, members of the house of representatives of house of parliament of the Netherlands, a mayor, an alderman, another person holding office in another public authority; a council member or a responsible official of the local government, public authority, or other public authority);
- public officials and judges, including referees, executing administrative jurisdiction (e.g. judges, public prosecutors; court bailiffs in the execution of enforcement activities, financial arbiters); and,
- all personnel of the armed forces (e.g. security forces, police officers) are also regarded as public officials.

The criminal liability and protection of public officials requires, under individual provisions of the Criminal Code, the commission of a criminal offence in connection with their competencies and liabilities.

A public official or judge of a foreign State or an international organisation is under the terms set out in Art. 178 (1) and (3) of the Criminal Code deemed to be a public official or judge under the Criminal Code, unless an international treaty stipulates otherwise or if they operate in the territory of the Netherlands with the consent of the authorities of the Netherlands; such consent is not required if it concerns an official of (e.g.) the International Criminal Court, International Criminal Tribunal or a similar international judicial authority that are exempted from the Criminal Code on the basis of Art. 16 of the International Crime Act ("Wet Internationale Misdrijven").

Annex 2 to the CTP Group: Anti-Bribery and Corruption Policy



Romania

This annex to *the CTP Group: Anti-Bribery and Corruption Policy* applies to all activities of the CTP Group taking place in or related to Romania.

Introduction

Legal risks associated with *the CTP Group: Anti-Bribery and Corruption Policy* are regulated, above all, in the following acts, applicable within the Romanian jurisdiction:

- Law no. 286/2009 regarding the Criminal Code, published in the Official Gazette 510 from July 24th 2009, as further amended ("Criminal Code"), e.g. criminal offences stipulated in Art. 227 disclosure of professional secrecy, Art. 297 abuse in office, Art. 246 Manipulations of public auction, Art. 289 Accepting Bribes, Art. 290 Bribery, etc.;
- Law no. 78/2000 for the prevention, discovery and sanctioning of acts of corruption, as amended ("Law no78/2000").

Definitions

Corruption is not defined by the Criminal Code. A typical form of corruption is **bribery**, which is punishable under Articles 289 – 290 of the Criminal Code.

A bribe, according to Article 289 (1) of the Criminal Code, means the procurement by a person, directly or indirectly, for themselves or on behalf of others, of an unauthorized advantage (e.g. money or other undue benefits) or the acceptance by a person of a promise of such unauthorized advantage, in all cases in exchange for performing, not performing, speeding up or delaying the performance of an action which falls under the professional duties of the bribed person or with respect to the performance of an action contrary to their professional duties.

A public official, according to Article 175 of the Criminal Code, is the person who, on a permanent or temporary basis, with or without remuneration (i) exercises the duties and responsibilities, set under the law, to implement the prerogatives of the legislative, executive or judiciary branches (e.g. a judge, a public prosecutor; the president of Romania, a senator or a member of the Parliament of Romania, a member of the Government of Romania); (ii) exercises a function of public dignity or a public office irrespective of its nature (e.g. a council member or a responsible official of the local government or other public authority; a member of the armed forces or security forces); (iii) is responsible with the carrying out of activity within a state owned company or other legal entity owned whose majority shareholder is the state; (iv) supplies a public-interest service, which they have been vested with by the public

authorities or who is subject to a public authority control or supervision with respect to carrying out such public service (e.g. a notary in carrying out actions in the probate proceedings as a court commission).

Additionally, in accordance with Article 308 of the Criminal Code, the provisions regarding a public official are applicable to any actions (which would could be considered a criminal offence as the ones mentioned above) committed by a person whom, with or without remuneration, on a permanent or temporary basis, is employed by **any legal entity**.

The criminal liability and protection of public officials requires, under individual provisions of the Criminal Code, relates to the commission of a criminal offence in connection with their competencies.

A public official of a foreign state or an international public organisation of which Romania is part of is, under the terms set out in Article 294 of the Criminal Code, deemed to be a public official under the Criminal Code, unless an international treaty, applicable in Romania, stipulates otherwise.

Annex 2 to the CTP Group: Anti-Bribery and Corruption Policy



Serbia

This annex to *the CTP Group: Anti-Bribery and Corruption Policy* applies to all activities of the CTP Group taking place in or related to the Republic of Serbia.

Introduction

Legal risks associated with *the CTP Group: Anti-Bribery and Corruption Policy* are regulated, above all, in the following acts, applicable within the Serbian jurisdiction:

- Criminal Code ("Official gazette RS", No. 85/2005, 88/2005 – correction, 107/2005 – correction, 72/2009, 111/2009, 121/2012, 104/2013, 108/2014, 94/2016 and 35/2019) (hereinafter: "**Criminal Code**"), e.g. criminal offences stipulated in Art. 230 Accepting a bribe in doing commercial business, Art. 231 Giving a bribe in doing commercial business, Art. 367 Accepting a bribe, Art. 368 Giving a bribe, etc.;
- Law on Criminal Liability of Legal Entities ("Official gazette RS ", No. 97/2008) (hereinafter: "**Criminal Liability of Legal Entities Code**"), e.g. provision of Art. 2 – Legal entities can also be held accountable for the felonies described in the Criminal Code, if conditions from this law (i.e. Criminal Liability of Legal Entities Code) are met, etc.;
- Law on Anti-Corruption Agency ("Official gazette RS ", No. 97/2008, 53/2010, 66/2011 – decision of the Constitutional Court, 67/2013 – decision of the Constitutional Court, 112/2013 – authentic interpretation, 8/2015 – decision of the Constitutional Court and 88/2019) (hereinafter: "**Law on Anti-Corruption Agency**"), e.g. Part IV – Gifts, Arts. 39, 40, 41 and 42, etc.;
- Law on Combating Terrorist Financing and Anti-Money Laundering ("Official gazette RS ", No. 113/2017 and 91/2019) (hereinafter: "**AML Law**"), e.g. Arts. 5, 6, 7, 8, 9 and 10, etc.;

Definitions

Corruption according to the Article 2 of the Law on Anti-Corruption Agency is a relationship based on the abuse of official or social position or influence, in the public or private sector, in order to gain personal gain or benefit for another;

A **bribe** is a felony, as defined by Articles 230, 231, 367, and 368 of the Criminal Code

A gift, according Article 2 of the Law on Anti-Corruption Agency is money, objects, rights and services performed without appropriate compensation and any other benefit given to an official or a related person in connection with the performance of a public function;

A Protocol gift, according Article 2 of the Law on Anti-Corruption Agency is a gift received by an official from a state, its body or organization, an international organization or a foreign legal entity, which is received during an official visit or on other similar occasions;

A public official, according to:

- Article 3, of the AML Law, is an official of the Republic of Serbia is a natural person who performs or has performed a high public function in the country in the last four years, as follows: (1) the President of the State, the Prime Minister, the Minister, the State Secretary, the Special Adviser to the Minister, the Assistant Minister, the Secretary of the Ministry, the Director of the Ministry and his assistants, and the Director of the Special Organization, as well as his Deputy and his assistants, (2) a Member of Parliament, (3) judges of the Supreme Court of Cassation, the Commercial Court of Appeal and the Constitutional Court, (4) the president, vice-president and member of the council of the State Audit Institution, (5) the Governor, Vice-Governor and member of the Board of Governors of the National Bank of Serbia, (6) a person in a high position in diplomatic and consular missions (ambassador, consul general, charge d'affaires), (7) a member of the management body in a public enterprise or a company majority owned by the state, (8) a member of the governing body of a political party;
- Article 2 of the Law on Anti-Corruption Agency, is any elected, appointed or named person in the bodies of the Republic of Serbia, autonomous provinces, local self-government units and bodies of public enterprises and companies, institutions and other organizations whose founder or member is the Republic of Serbia, autonomous province, local self-government unit and another person elected by the National Assembly;
- Article 112, point (3) of the Criminal Code, is: 1) a person who performs official duties in a state body; 2) an elected, appointed or appointed person in a state body, local self-government body or a person who permanently or occasionally performs official duties or official functions in those bodies; 3) a notary public, public executor and arbitrator, as well as a person in an institution, enterprise or other entity entrusted with the exercise of public authority, who decides on the rights, obligations or interests of natural or legal persons or on the public interest; 4) an official person is also considered a person who is in fact entrusted with the performance of certain official duties or tasks; 5) military person.



Slovakia

This annex to *the CTP Group: Anti-Bribery and Corruption Policy* applies to all activities of the CTP Group taking place in or related to Slovakia.

Introduction

Legal risks associated with *the CTP Group: Anti-Bribery and Corruption Policy* are regulated, above all, in the following acts, applicable within the Slovak jurisdiction:

- Act No. 300/2005 Coll., the Criminal Code, as amended (“**Criminal Code**”), e.g. criminal offences stipulated in Art. 265 Misuse of Information in Business Relations, Art. 266 Manipulations in Commission of Public Procurement and Public Auction, or Art. 328 - 330 Accepting Bribes, Art. 332- 334 Bribery, Art. 336 Indirect Bribery, Art. 336a Corruption related to public election etc.;
- Act No. 91/2016 Coll., on Criminal Liability of Legal Entities, as amended (“**Act on Criminal Liability of Legal Entities**”). Criminal Liability of Legal Entities is defined in Art. 4 of the Act on Criminal Liability of Legal Entities.

Definitions

A **corruption** as such is not defined by the Criminal Code. The forms of corruption specified in the Criminal Code are as follows:

- Accepting Bribes which is punishable under Articles 328 - 330 of the Criminal Code;
- **Bribery**, which is punishable under Articles 332 – 334 of the Criminal Code;
- Indirect Bribery, which is punishable under Article 336 of the Criminal Code;
- Corruption related to public election, which is punishable under Article 336a of the Criminal Code;
- Corruption in sport, which is punishable under Article 336b of the Criminal Code.

A **bribe**, according to Article 131 (3) of the Criminal Code, means thing or other material or non-material performance to which there is no legal entitlement.

A **public official**, according to Article 128 of the Criminal Code, is the President of the Slovak Republic, members of the National Council of the Slovak Republic, a member of the European Parliament, a member of the Government, judge of the Constitutional Court of the Slovak Republic, judge, prosecutor or another person holding office in another public authority; a member of the armed forces, a person in state service, a city mayor, a head of self-governing authority, member of local or regional self-governing authority, civil servant or employee of State administration authority, of local or regional self-governing authority or of other State

authority, a person exercising the competencies of legal entities that have a statutory authority to make decisions in the area of public administration, a notary, a court executor, a member of forest guard, water guard, fishing guard, hunting guard, nature guard or a person authorised to act as nature guard if they perform tasks of the State or society while using competencies delegated for the implementation of such tasks.

The criminal liability and protection of public officials requires, under individual provisions of the Criminal Code, the commission of a criminal offence in connection with their competencies and liabilities.

Public official under the terms set out in Article 128 of the Criminal Code shall also include the judge and official of international judicial bodies recognised by the Slovak Republic and the official or other representative of criminal justice authorities of other states, of the bodies of the European Union or the bodies established jointly by Member States of the European Union, who carry out criminal procedure duties for such other States or bodies providing that they carry out criminal procedure duties in compliance with the applicable international treaties or with the consent of Slovak authorities.

The foreign public officials shall mean any person:

- a) holding an office in the legislature, executive or judicial body or arbitration body, or in other public administration authority of a foreign country including the head of state, or
- b) holding an office, working for or employed in the international organisation or supranational organization established by states or other subjects of public international law, in its bodies or institutions or authorised to act on their behalf;
- c) holding an office, working for or employed in the international judicial body or authorised to act on its behalf;
- d) holding an office in a legal entity in which a foreign country exercises a decisive influence;

if the performance of their office also includes the competencies for running public affairs, and the criminal offence has been committed in connection with such competencies or when using his/her position.