

Code of Ethics

PARTTEAM & OEMKIOSKS

Industrialize your dreams

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Message from the Management

PARTTEAM & OEMKIOSKS is responsible for the development of consumer-oriented products and services, aiming to contribute to the creation of technological and industrial innovation. The goal is, then, to create technological tools that facilitate and speed up the tasks of any individual, adopting and valuing practices of social responsibility to achieve the objectives.

Teamwork, dedication, quality, communication, perseverance and vision are some of the factors that have contributed most to the company's affirmation in the market.

The ethical behavior that we assume is a commitment to our employees, partners, customers and suppliers, having the highest regard for those who collaborate with PARTTEAM & OEMKIOSKS on a daily basis. We intend to achieve success and prosperity through an irreproachable ethical conduct, through responsibility, transparency and sustainability.

MIGUEL SOARES
FOUNDER AND CEO



Objectives and scope of application of the Code of Ethics

The Code of Ethics of PARTTEAM & OEMKIOSKS is the document that includes a series of principles that govern the company's activities, as well as a set of ethical and deontological rules.

This document also establishes the way in which PARTTEAM & OEMKIOSKS relates to its people, the way it expects them to relate to each other and, also, the posture that everyone must have in relation to the business.

The Code of Ethics applies, regardless of geographic location, to all PARTTEAM & OEMKIOSKS employees, as well as to the stakeholders with whom they relate.

In fact, PARTTEAM & OEMKIOSKS has the following objectives:

- ▶ **Share the principles that guide PARTTEAM & OEMKIOSKS;**
- ▶ **Ensure ethical awareness on an individual level;**
- ▶ **Reduce the occurrence of ethical malpractice;**
- ▶ **Ensure a culture of values, transparency and trust.**



Mission

PARTTEAM & OEMKIOSKS has as its mission to respond to the consumers' needs in the technological field, namely through the development of value-added products and services.

Furthermore, it intends to contribute to the creation of technological and industrial innovation, with the objective of creating technological tools that facilitate and speed up the tasks of any individual.

Simultaneously, social responsibility and sustainability practices are adopted and valued in order to achieve these objectives.



Vision

The vision of PARTTEAM & OEMKIOSKS is to be a world leader in the manufacture and marketing of various digital solutions, from multimedia kiosks to digital billboards, interactive tables and software, for all kinds of sectors and industries.

Besides its commitment to sustainable development and concern for the environment, PARTTEAM & OEMKIOSKS aims to promote dignity and respect among people and to protect Human Rights.

Values



Innovation

We strive for innovation and technological and scientific evolution, aiming at profitability and intelligent growth.



Quality

PARTTEAM & OEMKIOSKS guarantees the quality of all its products. We have more than 100 standard models and some models are already in their 7th generation, with constant improvements and evolutions.



Customer Satisfaction

PARTTEAM & OEMKIOSKS has defined processes for identifying the clients' needs and requirements, in order to plan and deliver services that meet and exceed expectations.



Continuous Improvement

PARTTEAM & OEMKIOSKS is committed to continuously improve its performance in quality management, namely by establishing and reviewing objectives and goals that optimize processes.



Art

PARTTEAM & OEMKIOSKS creates innovative technological solutions that excel in design, usability and ergonomics.



Quickness

Our production capacity allows us to maximize resources, achieving flexible production capacity that provides a quick response for various production volumes.



Customization

One of our distinctive factors is our ability to produce custom equipment, with personalized design to meet the needs of each client and project.

Principles of Performance

Legislation

PARTTEAM & OEMKIOSKS will act in accordance with the laws and regulations in force in the regions where it operates.

The employees also compromise to respect the laws and regulations applicable to their activity and to comply with the requests addressed to them by the authorities, not adopting behaviors that may put at risk the exercise of their activity.

Integrity

PARTTEAM & OEMKIOSKS is committed to follow a conduct of integrity and to maintain internal control systems adequate to the prevention of fraud or irregular situations.

The employees, in turn, are also committed to rigorously following the established procedures.

Conflict of interest

PARTTEAM & OEMKIOSKS commits itself to adopting measures that assure exemption in its actions and decision processes.

The employees, on their turn, commit themselves not to implicate the company in their personal actions.

Transparency

PARTTEAM & OEMKIOSKS is committed to report, in a transparent way, its performance, taking into account the legal duties and the needs of the interested parties.

The collaborators commit themselves to report and explain their decisions and professional behavior, guaranteeing the duties of secrecy and giving due notice of the existence of any reality concerning the company whose disclosure may interfere with the respective economic, environmental or social situation.

Respect for Human Rights

As an internationally recognized company, it is committed to keep a safe and healthy work environment, where the rights discriminated in the Universal Declaration of Human Rights and in the conventions are guaranteed to all professionals.

Any action that could create a hostile or offensive work environment is prohibited. Thus, work must be voluntary and must be performed in a free environment.

Besides, working conditions must be provided in writing to workers in a language they can understand.



PARTTEAM & OEMKIOSKS believes that a better world requires respect among all. Therefore, it ensures that all people are treated with respect and dignity.





Social and Environmental Responsibility

PARTTEAM & OEMKIOSKS operates with honesty, integrity and transparency, in order to ensure social responsibility.

Recognizing how important it is to reduce carbon emissions, PARTTEAM & OEMKIOSKS will contribute to planting trees around the world and supporting projects in this area.

Besides helping to create more efficient, inclusive and sustainable cities, PARTTEAM & OEMKIOSKS has as the focus of its business model the reduction of paper, as the digital and technological equipment it develops replaces the traditional means of communication.

At PARTTEAM & OEMKIOSKS, all relevant environmental indicators are continuously monitored. There is a constant concern for minimizing the production of waste by implementing the best processes and technologies present.

PARTTEAM & OEMKIOSKS is also a partner of Amb3E - Portuguese Waste Management Association and APA - Portuguese Environment Agency.

Data Protection

Within the scope of its professional activity and following various interactions, PARTTEAM & OEMKIOSKS uses personal data provided by its clients, employees, partners and suppliers concerning other data subjects to fulfill its contractual obligations.

The data is handled by PARTTEAM & OEMKIOSKS in compliance with all legal obligations.

The processing of personal data shall indeed be strict, transparent and fair. This way, it shall only occur for the purposes determined at the time of data collection. It can't, therefore, be used subsequently for other purposes, even if compatible.

The data, which must be limited and used by PARTTEAM & OEMKIOSKS only when really necessary, must be accurate, updated and kept securely and only for the period reserved for the purpose of the treatment.



Commitment to Customers

PARTTEAM & OEMKIOSKS is committed to involve the interested parties and include their concerns in the decision making and management practices. To this end, it has its own auscultation channels and reports transparently and objectively on its performance.

Also, the employees of PARTTEAM & OEMKIOSKS are committed to serving, in a professional and friendly way, the clients, respecting their rights and needs.

Regarding clients, PARTTEAM & OEMKIOSKS commits to:

- ▶ Ensure high levels of satisfaction and exceed expectations;
- ▶ Respect client rights and contractual commitments and responsibilities;
- ▶ Provide relevant information and with an accessible language, responding to the needs of each client and each project;
- ▶ Ensure the improvement of its performance, as well as the quality of its services and products;
- ▶ Elaborate honest, clear and adapted commercial proposals to the clients.

Commitment to Suppliers

Regarding suppliers, PARTTEAM & OEMKIOSKS commits itself to:

- ▶ Follow impartial, transparent and honest criteria;
- ▶ Act with loyalty and good faith in the relationships it establishes;
- ▶ Adopt transparent and equitable procedures, not tolerating abuses and bribery, corruption or money laundering;
- ▶ Promote compliance with good security practices and current legislation;
- ▶ Respect the confidentiality of information and the intellectual property of suppliers.



Policy for giveaways and gifts

PARTTEAM & OEMKIOSKS doesn't encourage the practice of giving or receiving commercial gifts or offers and doesn't comply with acts in which compensations or benefits are offered or accepted in order to influence the behavior of others so as to obtain advantages for itself or for the company.

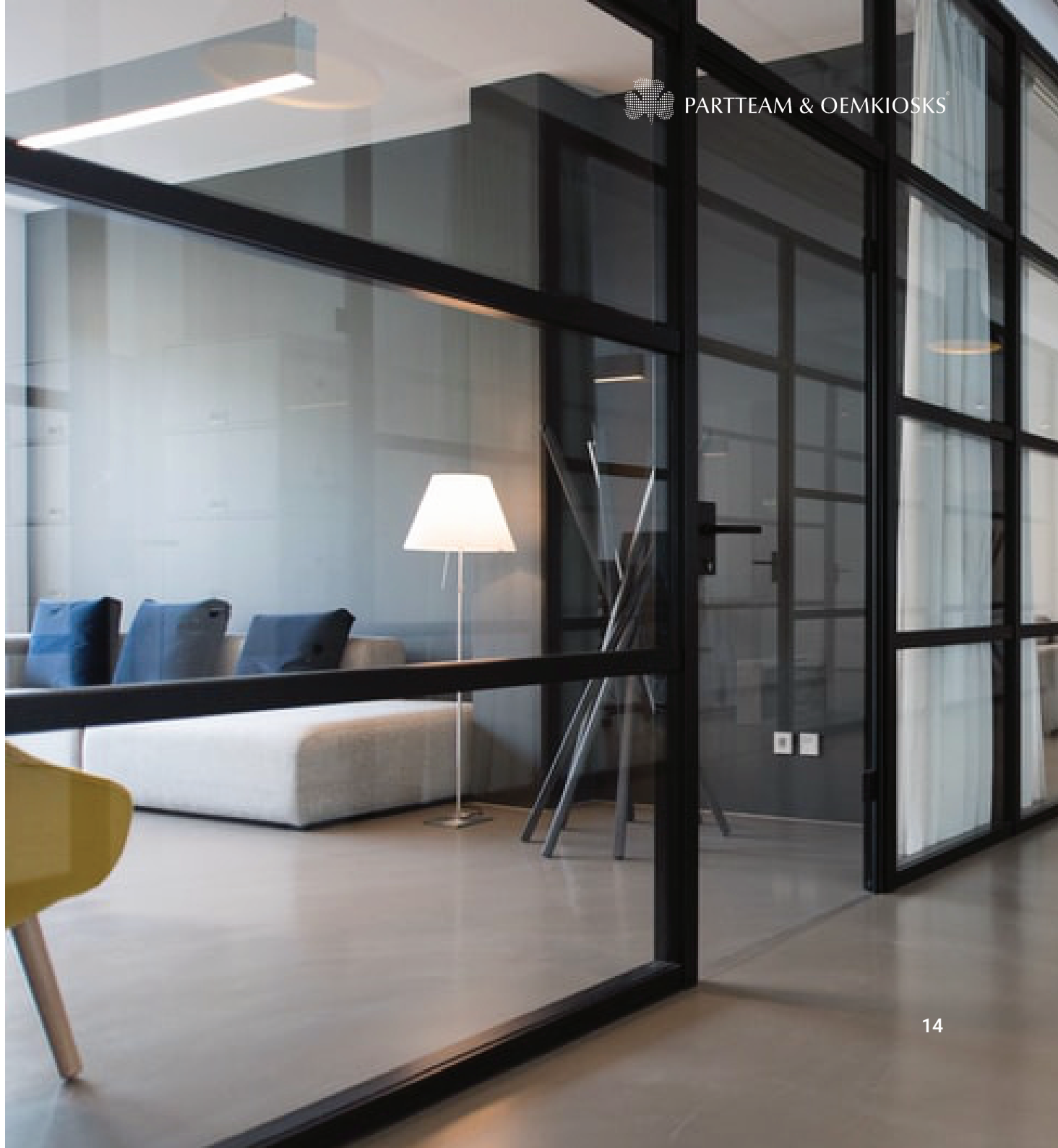
It is forbidden to offer or receive, under any and all circumstances, and regardless of the value, money, checks and other goods subject to legal restrictions.

This way, in the exercise of their functions and in internal and external relationships, employees and corporate boards must behave in a dignified and irreproachable manner, safeguarding the company's prestige.

Confidentiality and information abuse

The PARTTEAM & OEMKIOSKS collaborators and corporate boards shall protect the confidentiality of the information to which they have access during the exercise of their functions, not being able to use it for other purposes.

Since PARTTEAM & OEMKIOSKS collaborators and corporate boards have access to privileged information, they are not allowed to transmit, use or assign it to third parties for their own benefit.



Competitors

In the scope of corporate responsibility, we include not only the high respect we have for all our competitors, who make us daily seek to grow and innovate, always keeping sustainable practices at the commercial and profitability levels, but also the principles of respect, protection and esteem towards our collaborators, partners and suppliers.

PARTTEAM & OEMKIOSKS, thus, respects the legal rules and market criteria, promoting a loyal and healthy competition and complying with the rules of cordiality and mutual respect.

Corporate Responsibility

Corporate responsibility is a fundamental notion that aims to include in the strategy of companies the social and ecological concerns of their activities, embracing the idea that a company should not only focus on maximizing profits and success, as mentioned above.

Therefore, PARTTEAM & OEMKIOSKS deals with all matters with zeal and transparency, generating conditions for a dialogue among all board members on objectives, strategy, risk analysis and performance evaluation, according to good Corporate Governance practices.

At the same time, PARTTEAM & OEMKIOSKS ensures respect for all clients and competitors.



Dissemination

This Code of Ethics is disseminated in the PARTTEAM & OEMKIOSKS website www.oemkiosks.com, as well as in other internal means.

This is the case of PARTTEAM & OEMKIOSKS ClusterWall software, which works as the company's internal social network, where important contents are shared with all employees.

Final Considerations

The Code of Ethics of PARTTEAM & OEMKIOSKS is fundamental in the resolution of ethical issues, and it is made available to all collaborators and interested parties, so that they can follow the best possible standards.

The values present in this code are the foundations of the commitments established by PARTTEAM & OEMKIOSKS with its clients, partners, collaborators, suppliers and with society in general. PARTTEAM & OEMKIOSKS will promote the fulfillment of this code, making it known and making people familiar with it.



Questions and Complaints

PARTTEAM & OEMKIOSKS has its own channels for complaints, accusations and resolution of doubts of an ethical nature. In their management, PARTTEAM & OEMKIOSKS guarantees confidentiality as to the identity of those who resort to them.



Monitoring

PARTTEAM & OEMKIOSKS undertakes to monitor and periodically report its performance in business ethics, as set forth in this Code of Ethics.



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Contact Us

We have all the answers to
your questions.

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