

# SOFTTEK Code of Ethics

Softtek Code of Ethics emphasizes the paramount importance of integrity, honesty, and respect. We view these values not only as ideals but as obligations crucial for making a lasting impact in the business realm.

Building trust requires full and truthful compliance with commitments, within legal boundaries. Every member of the Softtek community is expected to act in accordance with our core values:

## Core values:

### Integrity

Acting with uprightness, reliability, and impeccability, without compromising personal goals or the interests of others.



### Honesty

Upholding the truth, offering achievable commitments, and striving to fulfill them.



### Respect

Treating individuals with dignity, courtesy, kindness, consideration, and empathy, valuing their opinions, rights, and freedoms, and making an effort to understand them, even in the presence of differing beliefs or preferences.



## Information Integrity

Due to our business operations, we have **access to confidential, privileged or private information** on our clients and even Softtek itself.

Unauthorized access or disclosure may harm our clients or Softtek. Therefore, accessing, using, or disclosing information is prohibited, unless you have the proper authorization.

## Integrity in the use of company technology and assets:

Softtek employees are responsible for **safeguarding the company's assets**; including physical, information, and intellectual property. This duty extends even after employment ends.

Our internal policies, aligned with our Code of Ethics, aim to reinforce these principles. More information can be found at [integrity.softtek.com](https://integrity.softtek.com)

## Integrity Line

We encourage everyone in the Softtek community, including our value chain, to report any behavior that may compromise our integrity or that of others at Softtek. This includes violations of the Code of Ethics or any company policy or procedure. You can inform your leaders, Softtek point of contact, or use the **Integrity Line** for reporting.

Integrity Line available at:  
<https://integrity.softtek.com/report>

## Integrity in our relationships

Our business decisions are based on the best interests of Softtek and not on personal interests or relationships.

We must act in the best interest of Softtek and exercise a sound judgment, free of personal interests or divided loyalties, you must avoid any **conflict of interest**.

## Adequate environment

**Respect** involves treating individuals with dignity, courtesy, kindness, consideration, and empathy. It means valuing their opinions, rights, and freedoms, and making an effort to understand them, even if we differ in beliefs, preferences, viewpoints, feelings, behaviors, or choices.

It's our responsibility to ensure a professional and violence-free work environment for Softtek's employees.

## Our Commitment to Integrity

At Softtek, we recognize that **talent is diverse**, we respect the identity and living conditions of each person, and we promote fair treatment and opportunities. We must not tolerate discriminatory conduct, abuse of authority, assault or harassment of any kind.

We have **zero tolerance** towards corruption and bribery.

#beupright  
[integrity.softtek.com](https://integrity.softtek.com)

