

Code of Ethics in ITMAGINATION

It's not about what we do, it's about who we are and how we do it. At ITMAGINATION, we are following the Human-to-Human model, in which an individual approach counts. Both our team and our Clients value positive results delivered with a human face. Our goal is to work in a **partnership, transparent** and **professional** way.

The ITMAGINATION Code of Ethics is a set of principles, based on the above-mentioned values, which are the basis for the realization of our mission. We follow these principles in practice not only towards our Clients, but also towards each member of our team.

1. **Integrity and fairness.** We act honestly and transparently and communicate problems both in our relations with the Client and among ourselves.
2. **Professional approach and impartiality.** We ensure that our personal interests and personal relationships do not affect the interests of ITMAGINATION.
3. **Confidentiality and data protection.** We share our common interest and the interests of our Clients by maintaining the confidentiality of information. We do not improperly use confidential information about ITMAGINATION, competitors, business partners, Clients, suppliers or former or current co-workers. Doing this, we share a common interest for the reputation of ITMAGINATION and fair competition in the marketplace.
4. **Respect and openness in communication.** We do not accept inappropriate or illegal practices or behavior that is against the principles of tolerance and respect. We treat all forms of mobbing, sexual harassment and physical and emotional violence as serious violations of personal freedom. We talk openly about unethical behavior and we are responsible for acting together in this area.
5. **Reacting immediately in situations of violations.** Any violations or suspected violations described in the Code and the general ethical guidelines should be reported to HR and/or direct Coordinator (Supervisor) as soon as possible.
6. **Retaliatory actions.** We appreciate the help of co-workers who identify potential issues arising from violations of the Code. Any retaliation against a person who honestly reports is a violation of the Code.
7. **Making false accusation.** Intentionally making false accusations against co-workers or interfering with or refusing to cooperate in investigations is a violation of the Code.
8. **Acting in accordance with the law.** We follow legal rules and business ethics.

