

## **ANTI-BRIBERY AND ANTI-CORRUPTION POLICY**

### Purpose

The purpose of this policy is to prevent bribery and corruption in all of the organization's operations and to establish guidelines for compliance with all applicable laws and regulations related to anti-bribery and anti-corruption. The policy is designed to promote ethical conduct, maintain the organization's reputation and integrity, and ensure that the organization complies with all legal and regulatory requirements related to bribery and corruption.

### Scope

This policy applies to all directors, officers, employees, volunteers, contractors, vendors, agents, and other stakeholders of the organization, as well as any other individuals or entities with which the organization has a business relationship.

### Policy

The organization prohibits any form of bribery or corruption, including but not limited to:

- Offering, giving, soliciting, or receiving anything of value, including money, gifts, favors, or services, to influence any business decision or gain an improper advantage
- Making or accepting payments to or from government officials, political parties, or candidates for public office, except as permitted by applicable laws and regulations and in accordance with the organization's policies and procedures
- Engaging in any activity that violates any law or regulation related to bribery or corruption

### Compliance

All individuals and entities covered by this policy are responsible for complying with all applicable laws and regulations related to bribery and corruption. Failure to comply with this policy or with any applicable laws or regulations may result in disciplinary action, up to and including termination of employment or contract.

### Reporting

Any individual who becomes aware of a potential or actual violation of this policy must report the matter to their supervisor, a member of the board of directors, or the designated compliance officer. The organization will investigate all reports promptly and thoroughly, and will take appropriate corrective action if necessary. The organization will keep the identity of the reporter confidential to the extent possible, consistent with the need to conduct a thorough investigation.

### Training

The organization will provide training to all employees and other stakeholders on the importance of complying with anti-bribery and anti-corruption laws and regulations, and on the organization's policies and procedures related to this policy.



## Conclusion

The organization is committed to conducting its business with the highest standards of integrity, honesty, and fairness. This policy is intended to support that commitment by prohibiting bribery and corruption and establishing guidelines for compliance with all applicable laws and regulations. If you have any questions or concerns about this policy, please contact the designated compliance officer.

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