rrd COMMUNICATIONS ENABLED

DECLARATION OF PREVAILING EMPLOYMENT AT RR DONNELLEY

1 EMPLOYMENT IS FREELY CHOSEN

1.1 There is no forced, bonded or involuntary prison labour at RR Donnelley company. All forms of modern slavery or human trafficking are strictly prohibited.
1.2 Workers are not required to lodge "deposits" or their identity papers with their employer and are free to leave their employer after reasonable notice.
1.3 Employees do not pay any form of employment agency fees or advances to intermediaries for their employment.

2 FREEDOM OF ASSOCIATION AND THE RIGHT TO COLLECTIVE BARGAINING ARE RESPECTED

2.1 Workers, without distinction, have the right to join or form trade unions of their own choosing and to bargain collectively.
2.2 The employer adopts an open attitude towards the activities of trade unions and their organizational activities.
2.3 Workers representatives are not discriminated against and have access to carry out their representative functions in the workplace.

3 WORKING CONDITIONS ARE SAFE AND HYGIENIC

3.1 A safe and hygienic working environment shall be provided, bearing in mind the prevailing knowledge of the industry and of any specific hazards. Adequate steps shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in the course of work, by minimizing, so far as is reasonably practicable, the causes of hazards inherent in the working environment.
3.2 Workers shall receive regular and recorded health and safety training, and such training shall be repeated for reassigned workers.
3.3 Access to clean toilet facilities and to potable water, and regulated sanitary facilities for food storage shall be provided.
3.4 The company will ensure fire safety, adequate lighting and ventilation.
3.5 Accommodation, where provided, shall be clean, safe, and meet the basic needs of the workers.
3.6 The company shall assign a management representative being responsible for health and safety.

4 CHILD LABOUR SHALL NOT BE USED

4.1 There is no recruitment of child labour.
4.2 Employees under 18 years can be involved in compulsory internship program with Cooperation Contract.
4.3 Employees below 18 years must not be involved in hazardous work or night work.

5 WAGES

5.1 Wages and benefits paid for a standard working period meet, at a minimum, the national legal standards and shall also use benchmarking data.
5.2 All workers shall be provided with written and understandable information about their employment conditions in respect to wages before they enter employment and about the particulars of their wages for the pay period concerned each time that they are paid.

5.3 Deductions from wages as a disciplinary measure shall not be permitted nor shall any deductions from wages not provided for by national law be permitted without the expressed permission of the worker concerned.
5.4 All disciplinary measures should be recorded.

6 WORKING HOURS

6.1 Working hours comply with national laws.
6.2 Working hours, excluding overtime, shall be defined by contract, and shall not exceed 40 hours with a maximum of 48 hours per week including overtime. Workers shall be provided at least 1 day off (24 consecutive hours) in every 7-day period, and at least 2 days off in every 14-day period. In every 24 hours at least 10 consecutive hours of rest is ensured. These figures – according to national law – shall be calculated as average when working time is defined within the framework of working time banking.
RR Donnelley strives to keep weekly working hours within reasonable limits and to maximize working hours to 60 hours in any seven-day period.
6.3 Overtime hours shall be agreed in accordance with applicable national law or shall be defined based on the regulations concerning the working time banking. Overtime hours shall not be demanded on a regular basis and shall be planned in a way that ensures safe working conditions and acceptable for workers regarding personal circumstances.
6.4 Overtime shall always be compensated at a premium rate. Alternatively, employees may be offered time off instead of paid overtime according to national law.

7 NO DISCRIMINATION IS PRACTICED

7.1 There is no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.

8 REGULAR EMPLOYMENT IS PROVIDED

8.1 The employment is provided in the number of working hours prescribed in national law.
8.2 RR Donnelley company does not use labour-only contracting or sub-contracting for the purpose of avoiding obligations to employees under labour or social security regulations related to regular employment relationship.

9 NO HARSH OR INHUMANE TREATMENT IS ALLOWED

9.1 Manufacturer will treat each employee with dignity and respect. Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation shall be prohibited.

10 LEGAL COMPLIANCE

10.1 Manufacturer will comply with all applicable national laws, regulations and industry standards, including those pertaining to the manufacture and distribution of merchandise.
10.2 We expect the environmental law to be observed by all employees and business partners.

DECLARATION OF PREVAILING EMPLOYMENT AT RR DONNELLEY is accordance with RR Donnelley Principles of Ethical Business Conduct and the Codes of Conduct of our business partners.

rrd COMMUNICATIONS ENABLED

HR Leader at any given time is responsible for the communication, implementation and monitoring of compliance with the DECLARATION.

The company will take appropriate steps to ensure that the provisions of this declaration are communicated to employees, including a paper copy will be provided to new employees at their first workday and the prominent posting of this declaration in Intranet (InfoPoint) and in a notice-board readily accessible to employees, at all times.

01Sep2026, Debrecen

The following managers are responsible for ensuring consistent compliance with this statement::

Dávid Cservenka	Erik Preczlik	Ágnes Paulik
General Manager Debrecen	General Manager Commercial	HR Leader

RR Donnelley Magyarország Kft.
4031 Debrecen, Kígyóhagyma u. 7.
Adószám: 13082626-2-09
Cégjegyzékszám: 09-09-021925
(14.)