

GENERAL WASTE MANAGEMENT POLICY

1.0 - EN

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1. PURPOSE, GOAL AND ACCESS

1.1. Purpose

The purpose of the policy is to provide guidance on the conscious and responsible management of waste, promoting the spread of selective collection and the achievement of the company's sustainability goals. Waste management is part of the environmental pillar of the Company's ESG framework. Our efforts are not only aimed at reducing the amount of waste, but also at its transparent management, monitoring, and the practical implementation of the principles of the circular economy.

Detailed guidelines for office waste management are contained in this policy. The regulations applied at production sites are set out in separate site-specific waste management documents, which employees at the site in question are required to be familiar with and follow. These local regulations must not conflict with the Company's general waste management guidelines; their spirit and expectations must be reflected in all site regulations.

1.2. Scope

1.2.1. Personal scope of the policy, external and internal stakeholders

The General Waste Management Policy applies to all UBM member companies in which UBM Holding Nyrt. (hereinafter: the Company) or its member companies have a controlling influence (majority ownership or decisive power of instruction). The waste management policy does not apply to jointly managed companies or minority shareholdings of the Company or its member companies. The policy applies to all employees of the Company, as well as to partners, visitors, and external employees who are present or work in an office environment or manufacturing facility.

1.2.2. Period of validity

The policy is valid from: 01.09.2025

Provisioning of the policy is mandatory from the validity date.

1.3. Access

Access to this policy is not restricted within the Company.

2. DESCRIPTION OF THE REGULATION

2.1. Principles

The Company's waste management practices are based on the following principles, which we follow at all sites and in all work environments:

- Waste reduction at source

We only print what is really necessary. We prefer durable equipment to disposable items. In washrooms, we are replacing paper towels with hand dryers.

- Selective collecting on a daily basis:

We are setting up central, fraction-specific waste collection points on every office floor (e.g., paper, plastic, municipal waste). Individual trash cans at desks will be removed, thereby encouraging conscious sorting and active participation in communal collection by walking to the collection points.

- Support for recycling:

Waste collected separately is transported by a contracted partner for recycling. Used batteries generated by the company can be deposited in a designated area.

- Environmentally conscious operation and setting an examples:

All our employees are actively involved in sustainability: individual awareness and responsible everyday decisions (e.g., proper use of trash cans, alerting others, avoiding waste) also actively contribute to our sustainable operations.

- Legal and internal compliance:

We comply with applicable domestic and EU environmental regulations at all sites and follow the company's internal instructions.

- Information and feedback

New employees are informed about the principles of waste management as set out in this document, and the regulations are reviewed annually. Employees can contribute to the development of the system by providing feedback.

At those sites and offices where a comprehensive selective waste collection system and the conditions necessary for compliance with the listed principles have not yet been established, our goal is to implement them as soon as possible so that we can provide these opportunities to all our employees on a uniform basis.

2.2. Types of waste and their treatment

We separate waste according to type and collect it selectively in the following fraction:

Main types of waste in office environments:

- **Paper:** e.g., printed sheets, notes, cardboard, envelopespl.

Do not include: greasy, contaminated paper, used paper towels.

- **Plastic:** e.g., PET bottles (returnable bottles are collected separately), clean packaging materials, cups, caps

Do not include: food containers, plastic bags, foam plastic.

- **Metal:** e.g., beverage cans, aluminum cans (returnable cans are collected separately), clean tin cans

Must not contain: paint cans, oily or contaminated metal.

- **Glass** (only where collection is available): e.g., beverage bottles, jam jars (clean) are collected in a separate cabinet.

Not included: heat-resistant glass, mirrors, window glass, ceramicsem.

- **Municipal waste:** e.g., food scraps, used tissues, contaminated packaging materials
- **Special waste: batteries**

Can be dropped off at designated collection.

2.3.Cleaning rules and operation

Employees must use the collection containers provided for selective collection in accordance with their intended purpose. Mixing different types of waste is prohibited. Cleaning staff may only dispose of waste in accordance with the regulations.

The central selective collection points are emptied by the cleaning service on designated days, according to waste type. Incorrectly disposed waste will not be sorted retrospectively; it is the responsibility of employees to ensure that waste is placed in the appropriate collection point.

Waste from selective collection is transported by a contracted partner for recycling.

2.4. General principles for manufacturing sites:

Waste generated in manufacturing plants is managed according to uniform principles, taking into account the activity and local conditions. Waste is classified according to a

uniform waste list, which specifies the type of waste and its hazard classification. Accordingly, we ensure the professional collection and separate storage of waste, as well as its transport and disposal by licensed partners. Specific waste-related tasks and requirements may vary from site to site; detailed descriptions of these are available at the respective site and accessible to all employees concerned. Employees are required to comply with the site regulations.

2.5. Control and responsibilities

Compliance with the regulations is a shared responsibility, which is periodically monitored by the person responsible for sustainability and the person designated at the given site. Employees are required to use the selective collection points in accordance with the regulations, and the correct disposal of waste is the individual responsibility of each employee. In the event of non-compliance with the regulations, the necessary measures will be taken.

3. RELATED LEGISLATION, EXTERNAL REGULATIONS

Identification and Address	Description of the relationship
2012. évi CLXXXV.	törvény a hulladékról
309/2014. (XII. 11.) Kormányrendelet	a hulladékkal kapcsolatos nyilvántartási és adatszolgáltatási kötelezettségekről
2011. évi LXXXV. törvény	a környezetvédelmi termékdíjról
343/2011. (XII. 29.) Kormányrendelet	a környezetvédelmi termékdíjról szóló 2011. évi LXXXV. törvény végrehajtásáról
681/2023. (XII. 29.) Kormányrendelet	a pénzügyi biztosíték, a céltartalék, valamint a környezetvédelmi biztosítás hulladékgazdálkodással összefüggő részletes szabályairól
1995. évi LIII. törvény	a környezet védelmének általános szabályairól
72/2013. (VIII. 27.) VM rendelet	a hulladékjegyzékről
314/2005. (XII. 25.) Kormányrendelet	a környezeti hatásvizsgálati és az egységes környezethasználati engedélyezési eljárásról
442/2012. (XII. 29.) Kormányrendelet	a csomagolásról és a csomagolási hulladékkal kapcsolatos hulladékgazdálkodási tevékenységekről