

Code of Conduct of the Genomia Laboratory

Genomia performs tests to the best of its knowledge and belief. Genomia pledges to interpret test results as accurately as possible and using current scientific knowledge.

The basic attributes of the Genomia's Code of Conduct are impartiality and confidentiality. The importance of adhering to these principles is crucial for the laboratory-customer relationship and helps to shape the reputation of Genomia.

The laboratory management undertakes to ensure the impartiality of the laboratory. The laboratory management must ensure that the laboratory activities are not affected by financial, business or personal pressures. If the laboratory is faced with a task to carry out testing where impartiality could be compromised, the laboratory management shall ensure the staff for testing so as to minimise a potential conflict of interest or refuse such testing.

Genomia considers confidential any information about the customer and all subjects of cooperation with the customer (the customer's personal and sensitive data, information on customer's orders, analysed samples, test results). The laboratory undertakes to collect only the information necessary to identify the client and the sample. The client has the right to inquire about the purpose of any information provided. All data will be stored in such a way that it cannot be lost or misused. The client has the right to become acquainted with the principles of personal data protection before ordering any testing. The laboratory does not disclose any data of its customers without their prior written consent. Customer information obtained from third parties is confidential, the source of the information must not be disclosed without its consent.

The Genomia staff undertake to work impartially, not to let their activities be influenced by financial, business or personal pressures. If an employee finds him/herself in a conflict of interest, he/she is obliged to notify the laboratory management of this fact.

The laboratory staff undertake to respect, as much as possible, the confidentiality of the clients' information and the confidentiality of the laboratory internal matters and records. The staff shall keep confidential any personal data of clients and samples and shall never misuse any client information for their own benefit or otherwise.

Under no circumstances will the staff discriminate clients for racial, religious, political, social, sexual, intellectual, age or other reasons.

The staff perform their work to the best of their knowledge and belief and strive to achieve the highest quality of work.

The staff are aware that their acting in a professional and/or private environment must not affect the perception of Genomia as a credible, objective, impartial and fair laboratory.

By signing the Code of Conduct, the staff express their agreement with the Code and demonstrate their personal commitment to adhere to the Code.

In Plzeň, January 1, 2020

Approved and issued by the Genomia management

Mgr. Martina Šafrová, Mgr. Markéta Dajbychová

By signing I agree with the Genomia's Code of Conduct and undertake to comply with it.

Name	Date	Signature