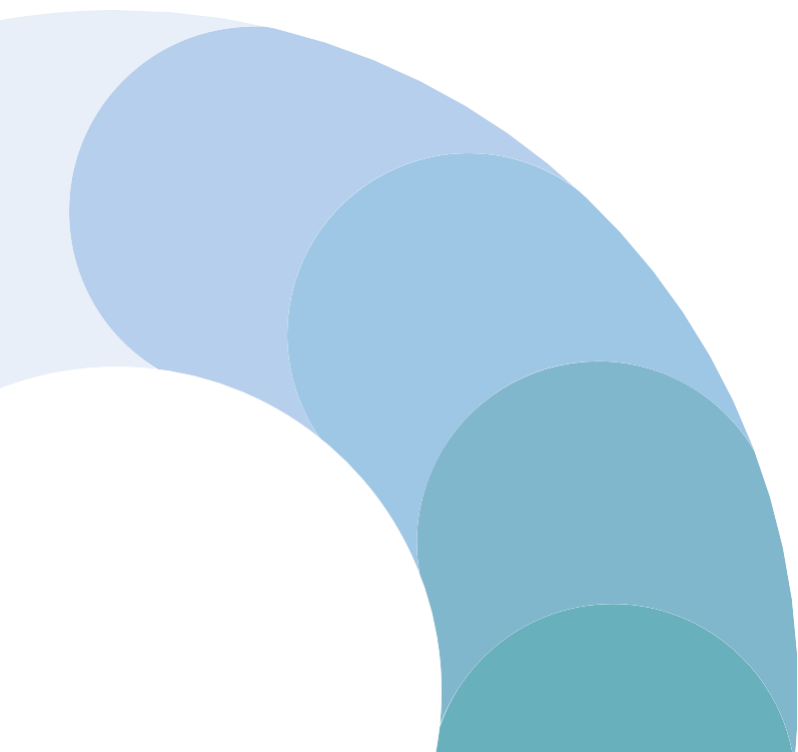




European Quality in **National Colors**



CEJS Sp.z.o.o. Sp.k

CEJS, s.r.o.

CEJS s.r.o.



CEJS Group, a.s

CEJS Group, a.s is a strong holding company powered by strength, long term expertise, personal approach to the customers and financial background of the key local janitorial companies based in Poland, Czech Republic and Slovakia.

It boasts not only a comprehensive range of services and excellent know-how but also very strong financial and personnel resources.

Our workforce is more than 5,220 employees with approximately € 95,3 million turnover.

We provide comprehensive services in the area of facility management at the same excellence standard in all EU countries, where we operate.

We are looking for ways to expand our service portfolio, with constant focus on innovation. We take care of the high expertise of all our employees.

Community Responsibility

We have been focused on supporting the communities in which we operate for a long time



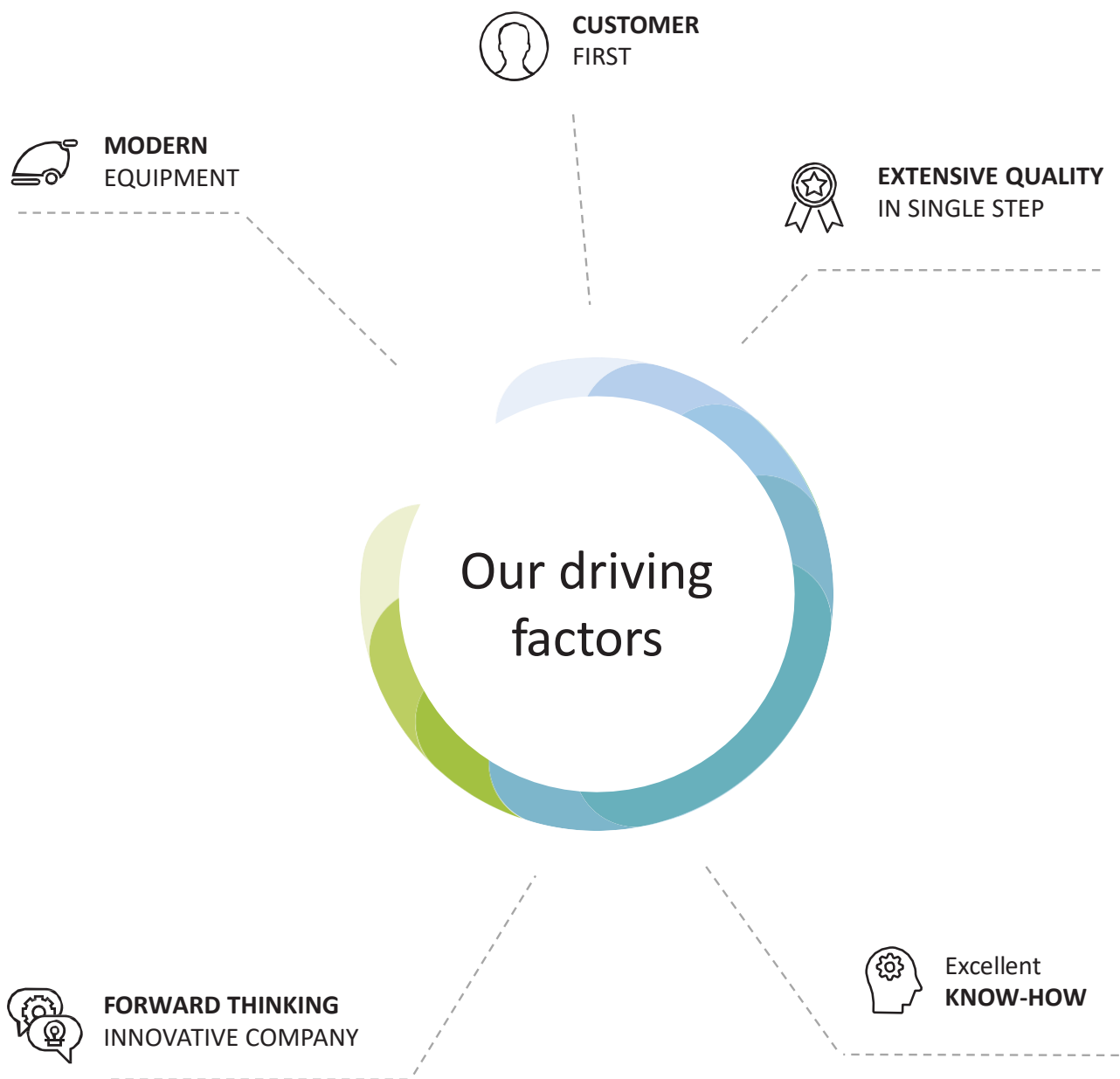
Foundation
HEARTS FOR KIDS



Support of local
SPORT TEAMS



Support of local
FIREFIGHTING BRIGADE





**We strive to make the impact of
our activities on people and the
planet as positive as possible**

Sustainable Environment

We strive to make the impact of our activities on people and the planet as positive as possible.
That is why we are trying to devote all our efforts to things that make sense and bring the desired effect.



ENERGY SOURCE

An alternative energy source in the form of biogas production from biodegradable waste from green grass.

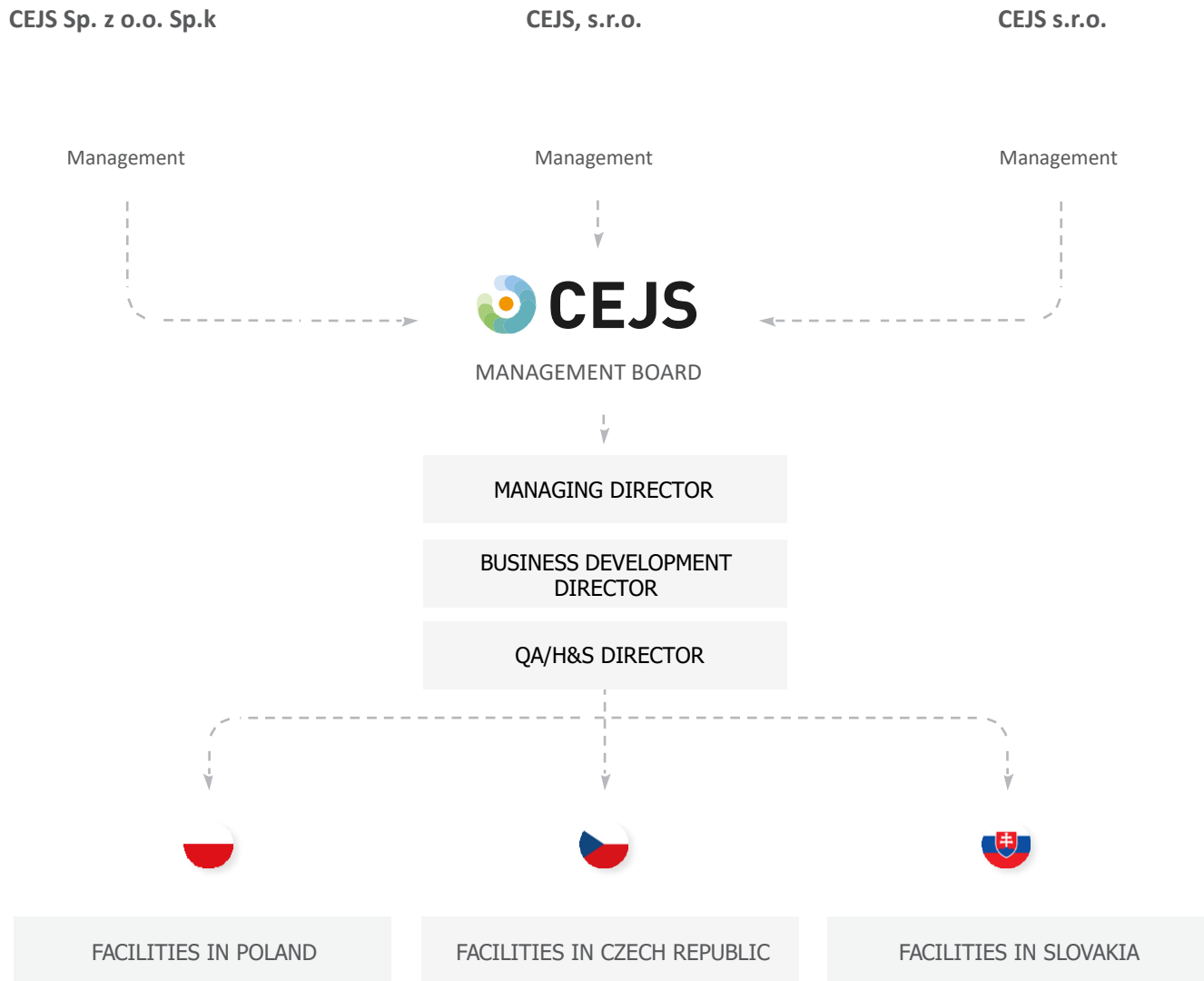
ECOLABEL

We use eco-friendly products bearing the EU Ecolabel trademark.

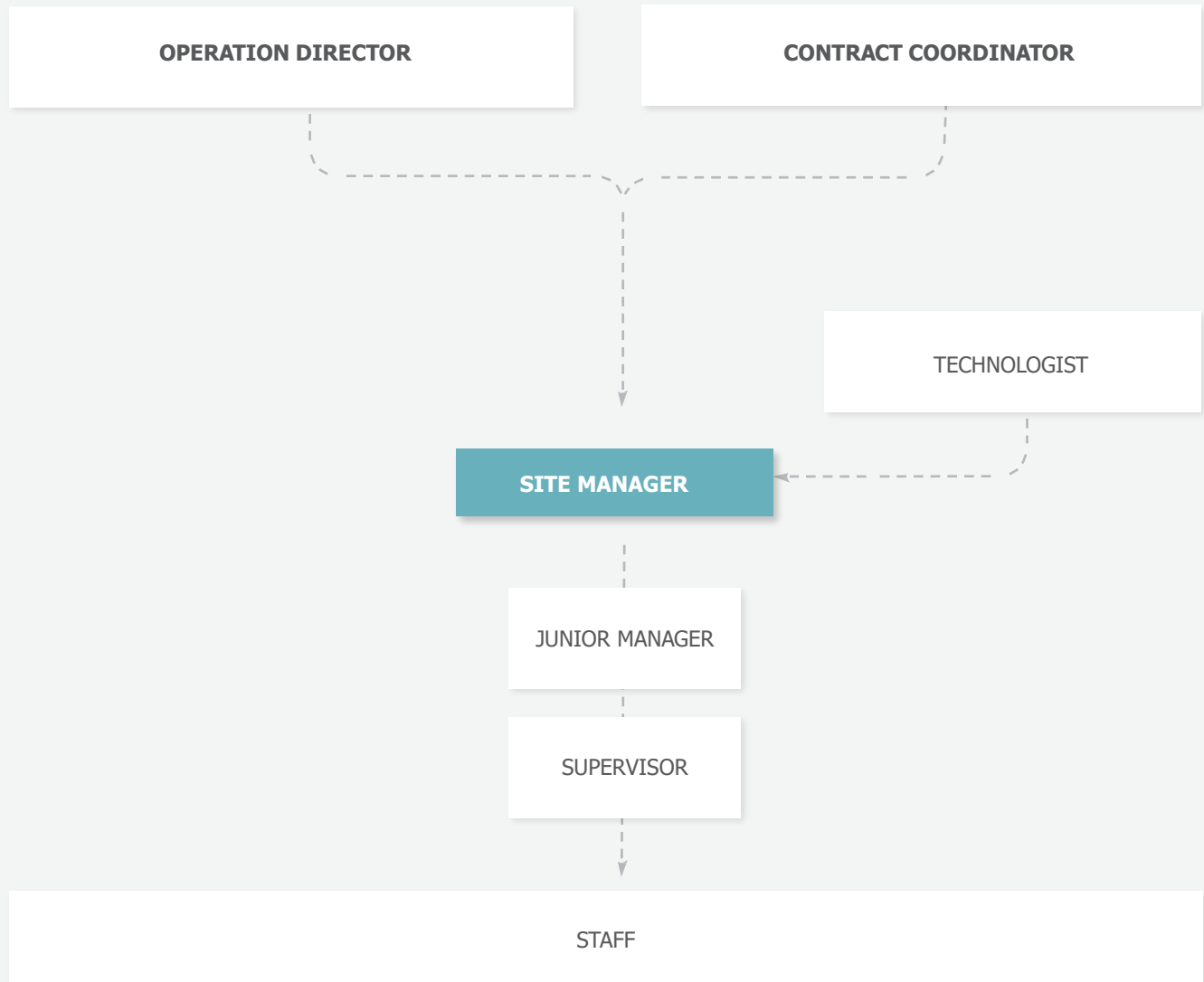
CNG/HYBRID DRIVE

We contribute to protecting the environment by using personal and commercial vehicles for a more gentle CNG/HYBRID drive.

Organisation Of Work



Exemplary | Organisational Structure





Security Warranty | Principles Of Safety

The main goal of the activity of the CEJS Group, a.s. is to meet the needs of our clients, keep the high quality of provided services and satisfy our employees by creating friendly and safe workstations.

Following main goals, the CEJS Group, a.s. realises detailed goals in relation to organising safe and hygienic work conditions, resulting from legal-organisational requirements and inter-company regulations and instructions for Health and Safety.

Detailed goals of Health and Safety regulations include:

- medical examination - occupational medicine
- preliminary and periodical trainings in the area of safety and work hygiene
- job position trainings in the area of safety and work hygiene
- creating occupational hazard evaluation for created job positions
- instructions of safe execution of work for respective activities
- introducing employees with manuals of machines and devices
- introducing employees to the characteristics charts of chemical substances
- application of Means of Personal Safety
- preventing accidents during work
- supervision and correction of potential injury accidents
- trainings in the area of first aid
- trainings in the area of 5S system



Confidentiality Policy

We ensure the protection of data of the facilities we support. We attach the document granting the warranties of the full data security for the supported facilities to the contract.

We provide the documentation of the work progress: We keep the cleaning documentation and the documentation of the meetings between the management of our company and the Contracting Party; the documents are kept for 12 months or, on demand, for a longer time on the area of the facility being cleaned.

Insurance policy will be provided for you individually; it will include all requirements presented in your agreement. It will be provided to your legal department for acceptance.

In addition to the aforementioned insurance policy, each of the companies participating in the CEJS Group, a.s. has active accident insurance:



Czech Republic – EUR 10 million



Slovakia – EUR 10 million



Poland – EUR 10 million

Personnel

We are a company that puts a specific weight to selection and training of our employees. Our staff, during work, wears an appropriate company's suite and each employee possesses personal identifier.

Regular training courses on the cleanness keeping for our staff and in our company are given by specialized companies, such as Henry Krzyż Polska and Centrum Edukacji Zawodowej (the Professional Education Centre) Cargo, realizing, among other things, our deliveries of chemical agents and ensuring the technological support and current help.

On the Contracting Party's demand, we realize, also, the protection of non-public information.



General Information

Each of the employees possesses the health and safety at work (HSE) training adequate for the position held, and other training making the work more efficient or qualifying for performance of the defined work.



Technical co-ordinator

The person responsible for the contact with the contracting party from the side of CEJS. This person is notified of possible remarks, proposals of changes, additional of-program work and other questions connected with the work in the facility involved.

Contact: via telephone, email or direct on demand of the contracting party. The person is also responsible for the quality control of the work in the facility.

Site manager

The person that conducts the employee training courses and frequent work quality control.

Technologist

The person responsible for disposal, specialized in selection of chemicals and equipment adequate for work at defined conditions and requirements.

Cleaning employees

The persons responsible for maintaining cleanness in the whole facility. The employees possessing valid medical tests and health and safety at work (HSE) training. Trained by the Technologist within the scope of the industrial chemistry applications and of the working equipment. The employee provided with the working suite adequate for your requirements.



Equipment

CEJS GROUP, a.s. possesses a rich machine set what makes it possible for us to undertake any task connected with keeping cleanness or to carry out the tidying work in untypical facilities. We apply the most modern technological solutions in this branch.

The application of the specialized equipment of such brands as NUMATIC, HAKO, VERMOP, KARCHER makes it possible to gain the high efficiency of work.



In addition to the equipment facilitating cleaning, we also possess the equipment for work at an elevation, such as:

- basket elevator
- scissor elevator
- complete Alpine outfit

as well as, also, the equipment for keeping tidiness on the urban terrain:

- snow removers
- sweepers
- equipment for maintenance of green areas

VERMOP®
PROFESSIONAL CLEANING SYSTEMS

KÄRCHER

Numatic
INTERNATIONAL

kränzle®

Kimberly-Clark
PROFESSIONAL®

TASKI®
Diversey

Nilfisk
trusted since 1906

Hako

Chemical Agents

The chemical agents from a very wide range of the suppliers, approved by our technologist, make it possible for us to provide our services on the highest level.

Our contracting party, when signing the agreement, obtains – as an appendix to the agreement, the product characteristic cards while our staff does know perfectly the properties, composition, the PH values and the possibilities of application of the individual agents in practice.

The cleaning company uses the professional chemical agents, only, of such companies as:



**Comprehensive
service without any
worries**

Cleaning Service

Comprehensive service without any worries

- CEJS Group, a.s. ensures complete full-service cleaning for commercial and private spaces.
- We provide all cleaning work in administrative, warehouse, production and households.
- We offer regular and one-time cleaning to our customers. In the framework of regular daily cleaning, we also supply hygienic and disinfection services.
- We provide a complete portfolio of services at a professional level using top technology.
- Our employees are carefully scrutinized and continuously monitored. We provide all services fast and in a high quality standard with an emphasis on individual approach.



A professional approach in
this area will bring you cost
savings and quality
standardization



Regular Cleaning

Regular cleaning services provided in the form of outsourcing will save you time and allow you to pursue your field of activity. A professional approach in this area will bring you cost savings and quality standardization. We guarantee professional approach, comprehensive services and individual service.

In the area of internal cleaning service, we follow the standardization of the Cleaning Service Association.

- we will inspect indoor and outdoor cleaning services with regard to the efficiency of the work carried out
- we process the passporting of the building, standards of cleaning, hygienic plan
- we will train specialized personnel for cleaning work
- we will provide a trained manager who will arrange the organization and control of the work carried out and, according to the customer's needs, also the solution of emergency situations

Wider range of cleaning services

Special and general cleaning

We offer special cleaning services and hygienic service to our regular clients as well as to all new customers who do not yet have complete outsourcing for cleaning services.



Housekeeping

Professional and flawless hotel service is an important proof of hotel quality. That is why we offer outsourcing of hotel support services to our company.

We provide professional hotel services in a wide range and focus on the maximum quality of services provided and the professionalism of our employees. Transferring hotel services to our company enables the hotel management to effectively reduce the cost of these activities and maximize the transparency of the services provided.



Industrial Cleaning

Our company provides comprehensive industrial cleaning services in production, storage and other halls and complexes. We provide industrial cleaning and cleaning of manufacturing equipment, floor surfaces and structures.

We use patented processes and special cleaning agents to remove atmospheric (dust, smog, acid rain, etc.) and organic (mold, algae, fungi, etc.) dirt from thermal insulation systems, walls, tiles and other surfaces.

To remove paints, varnishes and other impurities, we apply cleaning agents that are suitable for use on all plasters, bricks, wood, metals and other materials, SUCH AS PURACLEAN technology.

**Transfer the responsibility of
the cleaning after the
construction works to us**



Cleaning After Construction Works

Transfer the responsibility of the cleaning after the construction works to us. We will prepare a facility for normal operation, which consists of:

- complete building cleaning
- continuous cleaning during construction to reduce final cleaning before approval
- removal of residuals of building materials from all surfaces
- high-pressure washing of surfaces by special technology to prevent unwanted splashes of other surfaces
- cleaning windows and window frames and other glass surfaces
- cleaning of the facility (radiators, doors, door frames, railing, stairs, etc.)
- cleaning the lift cabin
- mechanical and manual washing of floor surfaces

Work at heights

- washing facades and vertical surfaces treatment of the surface of the facade with a special anti-graphite coating (certification by the manufacturer and NPU)
- washing and cleaning of ventilation, shafts and distribution systems
- cleaning of structures and technologies

**Find the appropriate staff
according to the position
specification**



Temporary Help

The Temporary help, which is a modern personnel management method, offers temporary labor assistance during a transitional period, for example, to handle an extra order, during leave, or in the case of an employee's illness.

A temporary help worker is an employee of our company who assumes all the obligations arising from the Labor Code and conducts his complete personal and wage agenda. The Temporary help client is charged according to the contract for hours worked by a temporary employee on pre-arranged terms.

Temporary help service consists of:

Find the appropriate staff according to the position specification

- personal interview, skill verification
- conclusion of a contract of employment
- monitoring of work reports and payment of the worker
- client feedback

**The tailor-made hygiene
program is the basis
for maintaining
a hygienic standard**



Hygienic Service

CEJS Group, a.s. provides comprehensive hygiene service and sales of hygienic material. Our services are divided into several areas where we offer a wide selection, high quality and functionality, health and product safety and affordable prices for:

- cleaning and cleaning technology
- cleaning and disinfecting chemistry
- industrial carpets and mats
- a complete range of personal hygiene products
- disposable work gear

Introducing the hygiene program

We will create a proposal of the hygiene program in the workplace of your company. The tailor-made hygiene program is the basis for maintaining a hygienic standard, so-called work hygiene and health protection in the workplace.

Hygienic service under the sanitation plan

As part of regular daily cleaning, our company provides and refills hygienic needs in accordance with the client's operational needs and hygiene plan. It also includes monitoring and recording the consumption of individual types of material. Managing the Supplies Agenda is provided free of charge under the contract.

Sales of consumables

Our company ensures regular supplies of both a complex hygiene program and individual commodities according to the wishes and needs of the client. These are hygienic items directly related to personal hygiene and cleaning, such as soaps, paper or cloth towels, toilet paper or cleaning agents.

Cleaning mats and cleaning zones

We provide the laying of mats and indoor and outdoor cleaning zones in dimensions according to the requirements and wishes of the client. We also offer individual mats with printing according to the client's wish, combining a high cleaning effect with an impressive advertising effect. The mats can be supplemented with a door brush bar, a stair edge and a rail or an anti-slip strap.

Professional installation

From our catalogues we can order individual equipment, which we bring and professionally install. We offer hygienic equipment from renowned suppliers such as CWS, Kimberly Clark, Merida, Venci, Tork.

An aerial photograph of a lush green forest. A clearing in the center of the forest contains a small, light-colored building with a dark roof. A dirt path or road winds through the clearing, starting from the bottom right and curving towards the building. The surrounding forest is dense with tall, green trees. The text "We meet the demands of our clients and help them to create a pleasant atmosphere in their immediate surroundings" is overlaid in white, bold, sans-serif font, centered in the clearing. Two thin white horizontal lines are positioned above and below the text.

**We meet the demands
of our clients and help them
to create a pleasant
atmosphere in their immediate
surroundings**

Greenery



Maintenance of greenery and parks

Based on our long-term experience in maintaining indoor and outdoor greenery, we provide comprehensive services from project documentation through project implementation to professional plant care and green areas.

We meet the demands of our clients and help them to create a pleasant atmosphere in their immediate surroundings. Our skilled workers are equipped with state-of-the-art modern technology.



Maintenance of outdoor greenery

This is mainly the realization and maintenance of green areas, landscaping and implementation of private gardens. As part of outdoor garden maintenance, an individual plan is developed according to the client's requirements.



Maintenance of indoor greenery

Professional maintenance of indoor plants consists of regular grouts, fertilizers and other regular plant care, especially in public areas and administrative buildings. The maintenance of the interior greenery is carried out according to the individual plan prepared according to the client's requirements.



Security Service

As part of the complete security service we provide all professional services related to the safety of industrial and administrative buildings of our clients.

Our company offers tailor-made security solution for their clients. Our long-term experience and the expertise and professionalism of our staff guarantee a high level of service.

Security service includes:

- security of objects
- reception service
- camera systems
- security audit

Pest Control

We provide comprehensive services related to the hygienic safety of buildings and their surroundings. The work we provide includes the control and destruction of rodents and insects, as well as preventative steps to protect them from intrusion and disinfection.

CEJS Group, a.s. provides professional services for the control of various parasites and pests. We provide a system that effectively and safely eliminates the problem.

Our specialist use specialized equipment and chemicals with appropriate certificates. Trained staff perform DDD service competently and discreetly.

For each service, regardless of specification, we carefully prepare a plan and organization of our work, depending on the type of pest, place SPECIFICATION and individual requirement of the customer. We always keep in mind the highest safety standards at 100% performance.

Deratization

Consists of the disposal of rodents such as rats and mice.

Dezinsection

Destroys insects and arthropods such as cockroaches, ants, bugs, mosquitoes.

Dezinfection

Permanently disrupts microorganisms such as bacteria, viruses.





Technical Administration Of Buildings

Operational Technical Management

In order to ensure complex administration and operation of buildings on the basis of a long-term contract, we provide our clients with services related to day-to-day operation of buildings. These include, in particular, servicing and checking of technical equipment, maintenance and repair, maintenance of buildings and the provision of periodic professional reviews.

The following works are regularly carried out on the technical equipment of buildings in accordance with the legislation or the rules laid down by manufacturers:

- regular traffic control
- operating the equipment as determined by the manufacturer or by the legislation
- refilling lubricants and oils
- regular detection of energy consumption

Repair and maintenance of technical equipment and buildings

To the extent approved by the client or in accordance with the maintenance plan for the period and with regard to the operating conditions of the building, we carry out repairs and maintenance of technical equipment and buildings:

- routine maintenance and repair of technical equipment
- scheduled or emergency repairs of large-scale technical equipment, often in cooperation with a specialized company
- heating, locksmithery, glazing and plumbing work painting, laying of floor coverings

Regular exams and revisions

All regular technical building inspections are carried out according to valid legislation.

- pressure equipment - reservoirs, expansion joints
- gas installations - boiler rooms, gas distribution
- electrical equipment - distributions, transformers, revisions of appliances
- lifting equipment - lifts, escalators
- fire equipment

- professional measurements of technical quantities - measurement of the quality of the electrical network, thermovision measurement, monitoring of the indoor environment of buildings

Small repairs related to the operation of buildings

- glasshouse service
- plumbing work
- locksmith work
- masonry work
- painting and painting work
- small construction works

**Thanks to our logistics
experience, we can help you
streamline the flow of goods to
your customers**

Logistics

Outsourcing of logistics services

Are you experiencing problems with your own logistics? Do you have insufficient staffing capacity? Are you missing financial resources on your own logistics? Take advantage of our outsourcing of logistics services.

- We provide professional logistics services. We take responsibility for all your transportation and storage services and you can effectively focus on the core business of your business. Thanks to our logistics experience, we can help you streamline the flow of goods to your customers.
- As part of the logistics services we focus on the maximum quality of our services, we place emphasis on the flexibility and professionalism of our employees.

Main advantages of outsourcing logistics services:

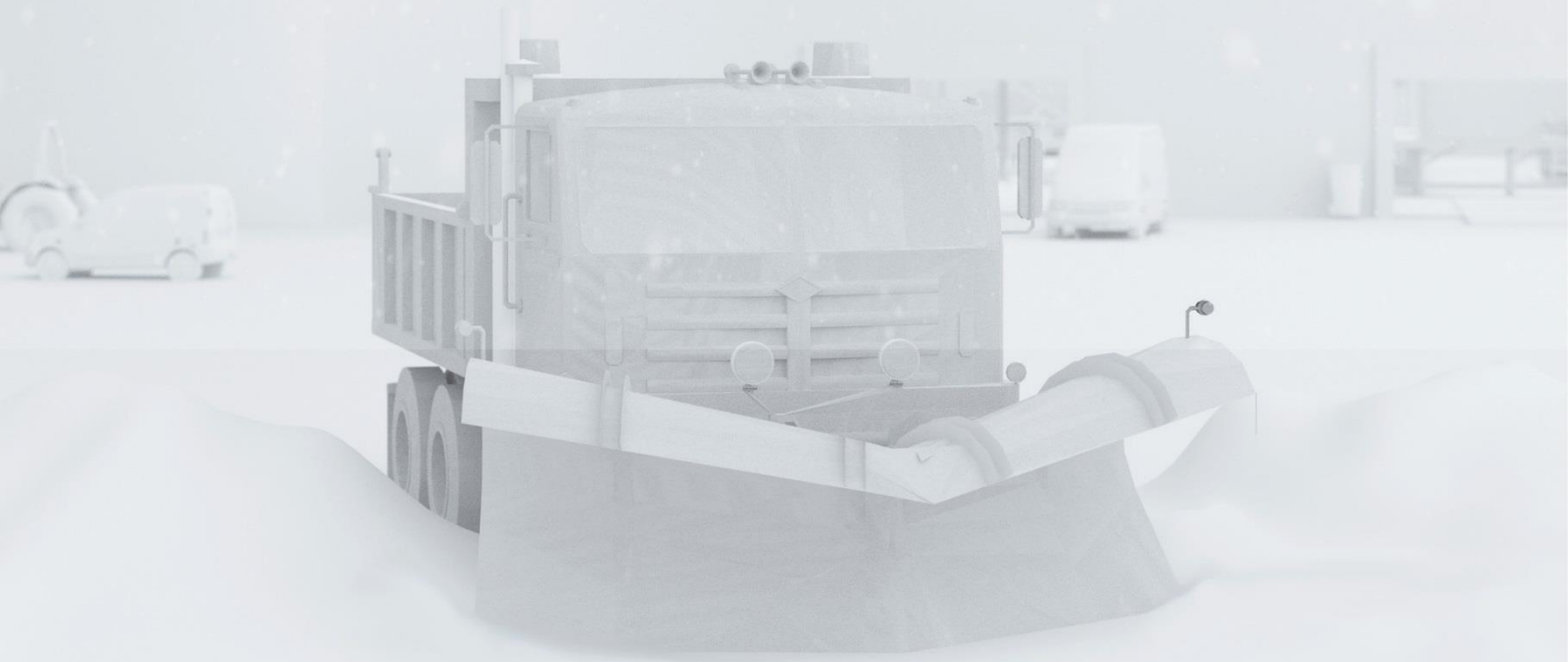
- increasing the level of service provided
- increasing competitiveness
- increasing traffic efficiency
- focus on core competencies
- cost optimization

Logistics services offered by our company

- receipt of goods
- stock records
- palletizing, packaging and labelling of goods
- distribution of goods
- transshipment
- goods transport
- backward information on delivered shipments

The transfer of logistics processes to our company takes place in individual steps from process analysis, through design and implementation, to the logistics of our company.

**The goal of winter maintenance
procedure is to provide our client
with continuous functionality
uninterrupted with weather conditions**



Winter Maintenance

Snow-clearing: procedures / principles of operation

The goal of this procedure is to provide our client with continuous functionality uninterrupted with weather conditions, as well as to provide security for employees and sub-contracting companies.

Main activities:

- weather observation with access to professional weather forecasts
- observation directly in the area – constant observation of weather conditions
- taking action before the anticipated weather condition:
*including salt and sand spreading
- securing works after specific weather condition is over

Principles of operation

General information:

Staff responsible for monitoring weather conditions on behalf of CEJS works 24 hours a day, 7 days a week - monitoring actual state of atmospheric conditions. CEJS has assigned an employee to start and supervise works in each facility.

On-site salt stock

A sand&salt container is located on the client's premises. The minimum stock is 5 tons. Salt addition is ensured by a requirement for a supplier who is able to respond within 1 hour of request.


Reaction time, working time.

Preparatory works, i.e. spreading salt and chloride should be carried out before the occurrence of anticipated conditions. Works consisting in removal of effects of such conditions shall start in the moment of occurrence of conditions such as:

- snowfall
- freezing rain
- black ice

Works last until cancellation or until the snow is completely removed.

In relation to the long-term experience we offer snow removal services. We don't have to arrange the equipment, it's already waiting for the next winter!



**We ensure the
full range of the
services connected
with maintenance of
tidiness in the
storage facilities**

Waste Management

We ensure the full range of the services connected with maintenance of tidiness in the storage facilities. One of the services is also the waste management.

The service provided by us within the framework of the commission will ensure for you the continuous and undisturbed work, not burdening your employees with such duties as:

- waste segregation
- basket emptying
- transportation of waste to the dumping areas
- transportation of the site
- operating of the press

In addition, we conduct the quality control of the segregation and, where needed, we segregate the not segregated or erroneously segregated waste in the appropriate way.

The Duty Range

Emptying of the collective containers with the following materials:

- dry mix waste
- cardboard
- foil
- kitchen waste
- wooden pallets

The containers will be emptied and replaced by the empty ones in a continuous way, ensuring the undisturbed operation of the works.

The service delivery time:

- 24 hours / 7 days per week
- collection and loading of pallets for utilisation into the container
- operating of the press – container for cardboard
- transport of bins
- throwing of cardboard into baling machines
- service of the ballot transportation trolley onto a semitrailer



They Trust Us





Central Europe
Janitorial Services

CEJS Group, a.s.

Huťská 371
272 01 Kladno
Czech Republic

+420 770 199 950
office@cejs.eu

LOCAL OFFICES

CEJS, s.r.o.

Huťská 371
272 01 Kladno
Czech Republic

CEJS Sp. z o.o. Sp. k.

Ul. Wagonowa 5-7,
53-609 Wrocław
Poland

CEJS s.r.o.

Račianska 96,
831 02 Bratislava
Slovak Republic

www.cejs.eu