



Guidelines for Nayax Employees on Social Media (Community Page)

- 1)** Company policies apply online – all company policies prohibiting harassment, protecting trade secrets, keeping new product updates confidential, and so on apply whether an employee makes these statements online or in the brick-and-mortar world.
- 2)** When in doubt, do not post – ask an authority.
- 3)** You speak for yourself, but your actions represent those of Nayax.
- 4)** Be aware that what you say is permanent.
- 5)** If you join an external group on behalf of Nayax, you should introduce yourself as a Nayax employee.
- 6)** Make sure to add value to the conversation – when sharing content, add your point of view and expertise.
- 7)** Don't slam the competition: Anything you publish must be true and not misleading, and all claims must be substantiated and approved.
- 8)** Be Responsible and Use Common Sense.
- 9)** Connect and Build Relationships.
- 10)** Let the subject matter experts respond to negative posts. Unless you are a certified online spokesperson, avoid the temptation to react yourself.
- 11)** Refrain from participating in sensitive topics, such as religion or politics.
- 12)** Remember that your local posts can have global significance. The way that you answer an online question might be accurate in some parts of the world, but inaccurate (or even illegal) in others. Keep that "worldview" in mind when you are participating in online conversations.