

Code of Conduct for Suppliers and Business Partners

■ Foreword

Together with its associated companies (altogether HAZEMAG) HAZEMAG and EPR GmbH is a global enterprise with a long tradition. Being this kind of a company means HAZEMAG has a responsibility as a corporation towards customers, employees, investors and the public. This corporate responsibility includes compliance with the laws in force everywhere and at all times as well as respecting ethical values and acting sustainably.

HAZEMAG has set itself binding guidelines in its Code of Conduct for acting responsibly. Consequently HAZEMAG expects its suppliers (i.e. all contracting parties that supply a company of the HAZEMAG with goods, materials or services) and business partners (including business partners with an intermediary and/or representative function that act in the interests or on behalf of HAZEMAG in a sales support capacity, such as consultants, agents, trading representatives, authorized dealers/importers, etc.) and their employees to act responsibly and undertake to observe the basic principles outlined in this Supplier and Business Partner Code of Conduct. If the suppliers or business partners commission third parties (e.g. subcontractors or representatives) in their business dealings with a company of HAZEMAG, HAZEMAG expects these third parties to also observe the principles laid down in this Supplier and Business Partner Code of Conduct.

1 Corporate Responsibility

Corporate responsibility involves a duty to comply with all rules and regulations in force. HAZEMAG expects its suppliers and business partners to especially observe the basic principles that follow:

■ Human rights

HAZEMAG suppliers and business partners respect and protect the regulations in force worldwide to protect human rights as a fundamental and general requirement. This also involves HAZEMAG suppliers and business partners refraining from employing forced or child labor. Suppliers and business partners comply with the rules laid down in the ILO Convention 138 concerning the minimum age of employment for children.

■ Equal opportunity and non-discrimination

HAZEMAG's suppliers and business partners do not discriminate on grounds of national or ethnic origin, race, sex, religion, world view, age, disability, sexual orientation or any other legally protected characteristics unless the law requires otherwise.

■ Remuneration

The suppliers and business partners of HAZEMAG ensure that their employees are commensurately remunerated.

■ Product safety

HAZEMAG suppliers and business partners comply with all applicable legal product safety regulations and requirements, particularly legal requirements pertaining to safety, labeling and packaging of products as well as the use of dangerous substances and materials.

■ **Safety at work**

HAZEMAG suppliers and business partners comply with the relevant legal regulations for health and safety at work. They support the further development and improvement of working conditions.

■ **Environment protection**

Suppliers and business partners of HAZEMAG assume responsibility with regard to environmental protection concerns and comply with all statutory provisions relating to environment and sustainability.

2 Transparent business relationship

Openness and transparency are key to credibility and trust in business practice. The HAZEMAG expects suppliers and business partners to especially observe the basic principles that follow:

■ **Avoiding conflicts of interest**

HAZEMAG suppliers and business partners make decisions based solely on objective criteria and do not allow themselves to be guided by personal interests or relationships.

■ **Prohibition of bribery**

HAZEMAG suppliers and business partners do not tolerate corruption. They ensure that their employees, subcontractors or representatives do not grant, offer or accept any bribes, kickbacks, inadmissible donations or other inadmissible payments or benefits to or by customers, officials or other third parties.

■ **Gifts, business entertainment and invitations**

Suppliers and business partners of HAZEMAG do not offer HAZEMAG employees or third parties any inappropriate benefits either directly or indirectly in the form of gifts, entertainment or invitations to unduly influence them. They neither ask for nor accept such benefits.

■ **The state as customer and dealing with authorities**

HAZEMAG suppliers and business partners consistently comply with the strict legal provisions when dealing with governments, authorities and public institutions. When taking part in public tenders, they observe the respective legal regulations and abide by the rules of free and fair competition.

3 Market behaviour

HAZEMAG is a fair and responsible market participant and adheres to its contractual obligations. HAZEMAG expects the same from its suppliers and business partners and especially expects them to observe the following basic principles:

■ **Free competition**

Suppliers and business partners of HAZEMAG comply with the applicable antitrust laws. In particular, they do not enter into any anti-competitive agreements with competitors, suppliers or customers.

■ **Export control**

The suppliers and business partners of HAZEMAG make sure that they comply with all applicable legal provisions for importing and exporting goods, services and information.

■ **Money laundering**

HAZEMAG's suppliers and business partners only maintain business relations with business partners of whose integrity they are convinced. They ensure that the applicable legal money laundering provisions are not breached.

4 Protection of data, business secrets and business assets

Confidential data, business secrets and company assets have to be protected. HAZEMAG expects suppliers and business partners to especially observe the following basic principles:

■ Data protection

The suppliers and business partners of HAZEMAG observe all laws in force to protect personal data of employees, customers, suppliers and other parties concerned.

■ Protection of know-how, patents, trade and business secrets

HAZEMAG's suppliers and business partners respect the know-how, patents, trade and business secrets of HAZEMAG and do not pass on such information without HAZEMAG's explicit prior written consent.

■ Handling company assets

HAZEMAG suppliers and business partners respect our tangible and intangible assets and do not use them for unfair or non-business purposes. They ensure that their employees as well as any third parties they commission in the business relationship (such as subcontractors or representatives) neither damage nor misuse the assets nor use these assets contrary to HAZEMAG's interests.

5 Legal consequences in case of violations

If any of HAZEMAG's suppliers or business partners does not observe the basic principles laid down in this Code of Conduct, HAZEMAG is entitled to terminate the business relationship with this supplier or business partner for cause.