

Supplier Code of Conduct

1 January 2022

As an internationally active company, Arbonia AG is aware of its responsibility with regard to respecting human rights and avoiding child labour. In all countries in which it is active, it complies with the United Nations' General Declaration on Human Rights, the UN Convention on eliminating discrimination against women, the UN Convention on the Rights of the Child, and additional international human rights protection standards. Furthermore, Arbonia became a member of the UN Global Compact in 2022. This means that the company undertakes to support the implementation of the ten principles of the Global Compact in the areas of human rights, labour standards, environmental protection, and anti-corruption.

In accordance with these principles of conduct, Arbonia expects all suppliers who maintain a business relationship with Arbonia or a group company to also uphold these principles.

PURPOSE OF THIS SUPPLIER CODE OF CONDUCT

The Supplier Code of Conduct lays out guidelines for the worldwide cooperation of Arbonia AG and its group companies (hereinafter referred to as "Arbonia") with its external partners and suppliers. The Supplier Code of Conduct includes the key principles for the operating activities of suppliers and for their approach to human rights, working conditions, health and safety regulations, environmental provisions, and ethical business conduct.

PRINCIPLE

Arbonia is aware of its economic, environmental, and social responsibility towards its capital providers, employees, customers, business partners, the state, society, and the environment. It holds the strong belief that ethical conduct represents an indispensable part of ensuring that its operating activities remain successful over the long term. Arbonia lives up to this responsibility by demonstrating ethical conduct in every one of its operating activities and it requires its suppliers to do the same.

Arbonia regards compliance with the rules set out in this Supplier Code of Conduct as well as all relevant laws and regulations and the contractual agreements concluded with Arbonia by suppliers and their employees as a prerequisite for engaging in business activities together. Arbonia encourages suppliers and their employees to contact corporateprocurement@arbonia.com directly in order to report any violations or ask questions relating to this Supplier Code of Conduct.

GENERAL BUSINESS ACTIVITIES

Compliance with laws

The supplier shall act in accordance with the applicable laws, regulations, and relevant international standards in all countries in which the supplier operates.

Corporate governance

The supplier shall implement an effective corporate governance policy, ensure that corporate governance practices are up to date, review them regularly, and adapt them when necessary.

Fair competition

The supplier undertakes to engage in fair competition based on performance. The supplier shall not engage in any prohibited competitive practices or participate in arrangements that violate antitrust law.

Bribery and accepting an advantage

Arbonia tolerates neither active nor passive bribery. The supplier shall not give any unjustified advantages to members of the government or government authorities or to employees of private companies in order to influence their decisions, and shall not accept them from third parties either.

Money laundering

The supplier shall comply with all relevant legal obligations with regard to the prevention of money laundering and shall not participate in money laundering activities.

Conflicts of interest

The supplier shall act in the best interests of Arbonia and shall put aside personal interests or benefit. The supplier is obliged to fully disclose personal or financial interests that could be in conflict with Arbonia's interests to a material extent.

Information policy

In consideration of its economic, environmental, and social responsibility, the supplier shall pursue an open and transparent information policy vis-a-vis all stakeholders.

Confidentiality and data protection

Suppliers and their employees may neither internally nor externally pass on or utilise Arbonia's trade secrets and industrial secrets during or after their employment relationship. The supplier must be prepared to enter into a suitable non-disclosure agreement if necessary.

Intellectual property

The supplier and its employees shall enforce the intellectual property rights of Arbonia, ensure that they are protected, and use them in a responsible manner.

Product safety

Arbonia is committed to the quality and safety of its products. Arbonia assures its customers that they can have faith in Arbonia's products due to their reliability, quality, and performance. All products from Arbonia suppliers must therefore be in compliance with national and international statutory standards, as well as internal quality assurance guidelines.

RESPONSIBILITY TOWARDS EMPLOYEES

Human rights and child labour

The supplier shall respect all human rights and shall not tolerate child labour. In all countries in which it is active, it shall comply with the United Nations' General Declaration on Human Rights, the UN Convention on eliminating discrimination against women, the UN Convention on the Rights of the Child, and additional international human rights protection standards.

Discrimination and equal opportunities

The supplier shall promote equal opportunities and equal treatment and shall prohibit discrimination in the context of recruitment, promotions, or training opportunities. No employee shall be unlawfully disadvantaged on the basis of gender, age, skin colour, culture, ethnic background, sexual identity, disability, religion, or ideology.

Health and safety

The supplier shall comply with all legal specifications / standards and shall take the necessary organisational measures to protect the health and safety of its employees to the best of its ability.

Working hours and pay

The supplier shall ensure that working hours and wages comply with all legal specifications and that no illegal practices are used to circumvent these specifications. The supplier shall not allow any forced labour in its companies.

Freedom of association

In compliance with the relevant national legislation, the supplier shall respect the rights of its employees to appoint employee representatives and to engage in collective bargaining.

RESPONSIBILITY TOWARDS THE ENVIRONMENT

Environmental protection standards

The supplier shall demonstrate awareness of the ecological impact of its business activities. It shall comply with local and international environmental protection standards and laws. The supplier shall strive to improve its environmental performance on a continual basis, taking into account the following (non-exhaustive) points:

- Developing products that can be recycled as easily and effectively as possible
- Using recycled material where possible
- Avoiding waste or reusing it in the best possible way; if this is not possible, disposing of it in accordance with the applicable laws and regulations
- Using resources such as water and energy sparingly and optimising the use of resources on an ongoing basis

Regulated substances

The supplier undertakes to comply with all legal provisions and directives, in particular the REACH Regulation, RoHS Directive, CLP (Classification, Labelling, and Packaging) Regulation, etc., and shall declare with regard to metals and minerals that all relevant international guidelines and regulations or national legislation regarding "conflict minerals" have been observed.

Sanctions in the event of violations of the Supplier Code of Conduct

Any violation of the principles and requirements set out in the Arbonia Supplier Code of Conduct shall be regarded as a substantial impairment of the contractual relationship on the part of the supplier. If Arbonia suspects that the supplier is not complying with the principles and requirements described in the Arbonia Supplier Code of Conduct (e.g. negative media reports), Arbonia reserves the right to request information about the circumstances in question.

Furthermore, in the event that suppliers demonstrably fail to comply with the Supplier Code of Conduct or fail to implement improvement measures within an appropriate period specified by Arbonia, Arbonia reserves the right to effect extraordinary termination, without notice, of individual contractual relationships or all contractual relationships with the supplier in question.