# GERMANIA-WERK SCHUBERT GMBH & CO. KG

## Code of Conduct

This Code of Conduct is necessary in order to comply with the requirements of our guidelines and principles in a global and binding manner. This ethical and legally compliant behaviour is carried by all employees and managers. Our work and the handling employees interact with each other and our customers

and business partners are based on this.

The supplier undertakes to implement compliance with the legal requirements of the Supply Chain Act.

The supplier hereby declares:

- 1. The law's compliance
  - - comply with the law's of the respective legal System.

#### 2. prohibition of corruption and bribery

not tolerate or engage in any form of corruption or bribery, including any unlawful offers of payment or similar gratuities, e.g. to government officials, to influence decision-making

#### 3. respect for the fundamental rights of employees

- to promote equal opportunities and equal treatment of its employees regardless of their colour, race, nationality, social origin, any disability, sexual orientation, political or religious beliefs, gender or age;
- respect the personal dignity, privacy and personal rights of each individual;
- not to employ or force anyone against their will to work;
- tolerate unacceptable treatment of workers, such as psychological hardship, sexual and personal harassment or discrimination;
- not tolerate behaviour (including gestures, language and physical contact) that is sexual, coercive, threatening, abusive or exploitative;
- to pay fair wages and to ensure that the national minimum wage is set guarantee with law's;
- comply with the legal maximum working hours in the respective state;
- recognise, to the extent permitted by law, the freedom of association of workers and neither favour nor discriminate against members of workers' organisations or trade unions disadvantage members in workers' organisations or trade unions;

#### 4. prohibition of child work

- not to employ workers who do not have a minimum age of 15 years. In countries that fall under the developing country exception to ILO Convention 138, the minimum age may be reduced to 14 years.

### 5. health and safety of employees

- take responsibility for health and safety towards its employees;
- mitigate Risks and ensure the best possible preventive practices against accidents and occupational diseases;
- provide training and ensure that all employees are informed on the topic of occupational safety;
- establish and apply an appropriate occupational safety management system;

#### 6. Conservation

- to care the conservation protection with regard to legal norms and international standards;
- minimise conservation impacts and continuously improve conservation protection;
- establish and apply an appropriate conservation management system.

We accept the principles and requirements listed above and pass them on to our subcontractors.

Date / Stamp / Signature GERMANIA WERK Date / Stamp / Signature *supplier*