

All group companies of the POLYTEC GROUP<sup>1</sup> under obligation to comply with a code of conduct and/or internal company standards day after day vis-à-vis their customers. This Code of Conduct is used for creating minimum standards; compliance with these standards at any rate is requested for by our suppliers. If the companies of the POLYTEC GROUP are under obligation to comply with a specific Code of Conduct and/or internal company standards vis-à-vis their customers or the transfer of such a Code of Conduct is expected in the delivery chain of the POLYTEC GROUP companies, the supplier goes ahead and gives his consent to commit himself to the respective company of the POLYTEC GROUP in a similar manner in this regard.

Our Code of Conduct is based on the conventions of the International Labor Organization (ILO), the Declaration of Human Rights of the UNO, the conventions of the UNO on the Rights of the Child as well as on the abolition of every form of discrimination of women, the OECD Guidelines for Multinational Enterprises and other internationally recognized conventions.

The stated objective is the uniform and sustainable implementation of the principles not definitively specified and requested in this Code of Conduct for achieving a surplus value for all those involved.

The supplier is under obligation to recognize the regulations specified in this Code of Conduct as minimum standards within his sphere of influence and to take the measures suitable for its implementation and compliance in his company policy. Supplier companies must ensure that this Code of Conduct is also complied with by the sub-suppliers, who are a part of the production processes.

The supplier especially guarantees the contractual partner to at least:

1. comply with the laws of the applicable legal system and prevent as well as not tolerate corruption in any form;
2. not demand, accept or offer bribes;
3. allow gifts (this also includes entertainment costs and invitations) as well as similar donations only taking into account the respective laws and generally applicable business practices as well as the magnitudes;
4. pay compensations only for legal services;
5. direct and post cash flows and orders to third parties through legal transactions where the output from it must demonstrably tally with these transactions;
6. ensure the following rights in particular for his employees:
  - a. equal treatment, non-discrimination and equal opportunities during the employment
  - b. adequate wages
  - c. freedom of association provided it is legally permissible and/or to recognize the right to representation of interests and to neither prefer nor discriminate against employees of the workers organizations.
7. not allow or tolerate child labor and/or forced labor while performing his services and manufacturing products;

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<sup>1</sup> see all group companies under "<https://www.polytec-group.com/en/about-polytec>"

8. comply with human rights (in accordance with the EU Charter of Fundamental Rights), especially the
  - Right to life, physical integrity, freedom and safety
  - Right to a fair treatment
  - Right to have a private and family life
  - Right to freedom of expression
  - Right to ownership
  - Freedom of thought, conscience and worship;
  - Fair and working adequate conditions
9. place an obligation on his suppliers to comply with these points and pass on these principles in his own supply chain, regardless of other obligations.

**Herewith we confirm, that we read and understood the Code of Conduct.**

**Location, Date**

**Company**

**Signatur, Stamp**