



Code of Conduct Suppliers

Preface and objective

The family business Erkert attaches great importance to a trustful interaction with its business partners. We are guided by the social and environmental standards of the United Nations Global Compact, the declarations of the ILO, described below. These guiding principles are an essential part of our corporate strategy and thus ensure long-term economic, ecological and social success.

Erkert's suppliers make a significant contribution to the value creation and innovative strength and thus to Erkert's success. It is our concern that our business partners show the same behavior regardless of whether they are customers or suppliers. The requirements and principles of this code of conduct are an essential part of the contractual obligations and the cooperation between our business partners and Erkert. The business partners commit themselves to comply with and promote the following principles of this code of conduct and to train their employees in it regularly. These contents also claim full validity for suppliers and third parties, who are used by our business partners for the fulfillment of contracts with Erkert. We expect that the contents of this code of conduct will also be integrated into the contracts of our business partners and their suppliers and third parties.

The following Supplier Code of Conduct contains essential elements of the Erkert Code of Conduct.

Social responsibility

Human Rights

The business partner respects and protects the dignity of every human being. We reject any form of forced labor and child labor in accordance with the ILO Convention and ensure at all times working conditions that are in line with applicable local, national and international laws and standards. The United Nations Guiding Principles on Business and Human Rights apply as a basis.

Prohibition of discrimination and unequal treatment

The business partner respects equal opportunities and equal treatment in the recruitment, promotion and employment of employees and prohibits any form of discrimination based on age, gender, skin color, ethnic or social origin, sexual identity, disability, religion or political opinion. We take our employees to be unequivocally opposed to discrimination in the same way.

Occupational safety and health protection

Our business partners, who are also manufacturers, examine the introduction and further development of an occupational health and safety management system (AMS) analogous to ISO 45001 or an occupational health and safety management system suitable for the industry and, in this context, introduce measures to implement the objective of an AMS in a suitable manner. We give top priority to health protection and occupational safety in all processes. To this end, we create a safe and healthy environment in all areas of the company. Workplaces are designed in such a way that ergonomic working methods are possible. Hazards in the workplace are analyzed and reduced to a minimum through suitable protective measures.

Freedom of coalition

We respect the right of our employees to form, join or leave associations in accordance with Article 9 (3) of the Grundgesetz for the purpose of promoting working and economic conditions and to be active on their behalf. We comply with applicable law in our dealings with associations and their representatives.

Fair working conditions

Suppliers undertake in particular to apply fair remuneration and social benefits that at least comply with national and local legal standards, regulations or agreements. Legal regulations on minimum wages in the respective countries must be complied with, as well as the respective applicable regulations on working hours, breaks and vacations.

Environmental protection and safety

Environmental protection

Our business partners undertake to introduce and further develop an environmental management system (EMS) analogous to ISO 14001 or an environmental management system suitable for the industry. Furthermore, business partners are obliged to introduce measures to implement the objectives of ISO 14001 in a suitable manner.

The business partners are committed to using resources sustainably by reducing the consumption of energy, water, raw materials and auxiliary materials. In addition to reducing consumption, reuse and recycling in the production process is an integral part of the supplier's production. This is to be ensured with the use of the environmental management system and its maintenance. In addition, the business partner is committed to climate protection (CO² emission reduction targets), air quality, use of renewable energy, responsible chemical management, soil protection, animal welfare, water protection, biodiversity, waste treatment and handling, noise protection and the prevention of deforestation. Supplier respects land, forest and water rights. Forced eviction and the use of private security forces are prevented.

Product safety and quality

We place the highest demands on the quality and safety of our products and services.

All those involved in development, procurement, production, sales, service and administration must ensure that all processes comply with the company's internal quality specifications and at least meet the standards laid down in international or local laws and regulations.

We carefully control our products and help customers to avoid hazards. We inform our customers and take corrective action when we become aware of hazards posed by our products.

We protect our products from unauthorized tampering that could affect potential product safety or product compliance.

We expect the same approach from our business partners.

Business ethics and acting in accordance with the law

Antitrust and competition rules

The Business Partner undertakes to compete freely, ethically and in accordance with the law, without any form of illegal actions and manipulation of competition.

Data protection and data security

The business partner is responsible for ensuring that confidential business information or business secrets that come to his knowledge in connection with the business activities with Erkert are kept strictly confidential and that they are not used in an unauthorized manner or disclosed to third parties.

The business partner shall ensure that all business information is appropriately collected, processed, secured and stored. Also, the business partner shall protect registered and unregistered intellectual property of Erkert as Confidential Information from third parties. The business partner shall comply with all applicable data protection laws.

The Business Partner shall always comply with the principles of proper accounting. With the financial reporting, the supplier creates trust towards its contractual partners and the public.

Fight against corruption

Erkert does not tolerate corruption. Our business partners ensure that the respective applicable anti-corruption laws are applied. In particular, they ensure that their employees, subcontractors or representatives do not offer, promise or grant advantages to employees of Erkert with the aim of obtaining a contract or any other preferential treatment in business dealings. These principles also apply, if our business partners cooperate with further third parties in connection with their activities for Erkert.

Money laundering

The business partners are aware of and apply the relevant legal provisions to prevent money laundering. In the event of deviations, these are reported immediately.

Conflict of interest

Our employees are expected to act in the best interests of their company. Private interests and personal considerations do not influence business decisions. Erkert and the business partner will avoid any activity or situation that may lead to a conflict between the private interests of an Erkert employee or business partner and the business interest of Erkert. As soon as the business partner learns about a conflict of interest, he will immediately inform Erkert.

Customs and export control regulations

Our business partners comply with international customs and export control regulations and ensure the proactive exchange of information relevant to foreign trade with the aim of a secure supply chain.

Conflict Minerals

The business partner shall work towards not directly or indirectly financing armed conflicts. The legal requirements relating to conflict commodities apply.

Due diligence obligations related to supply chains

Our business partners will implement due diligence processes to identify, prevent and mitigate risks for human rights violations and environmental impacts in their supply chains, including appropriate grievance mechanisms and reporting based on the United Nations Guiding Principles on Business and Human Rights and other relevant guidelines.

Our business partners will comply with all applicable laws related to due diligence along the supply chain. As part of the overall due diligence along the supply chain, the business partner is expected to support the due diligence process and traceability throughout its supply chain for all minerals. The Business Partner is expected to be aware of the applicable legal requirements relating to minerals from conflict zones and high risk areas and to maintain compliance with these laws in accordance with the OECD Guidance.

Violations, which in particular concern human rights-related or environmental obligations, shall be terminated immediately. If this is not possible in the foreseeable future, the business partner shall immediately draw up and implement a concept for ending or minimizing such violations. A concrete time schedule must be included

in the concept. The measures introduced shall be documented and checked for their effectiveness. If a violation is suspected, the business partner shall report immediately and contribute to the clarification.

We also expect our suppliers and subcontractors to comply with our social and sustainability principles. With a corresponding Supplier Code of Conduct, we oblige our suppliers to comply with our requirements in this regard and monitor these, among other things, by means of supplier qualification, supplier self-disclosure and other accompanying measures.

Whistleblowing system

Each business partner shall report possible suspicious cases and violations of this Code of Conduct. The consequences of violations shall be limited and future misconduct shall be avoided. In the event of violations by external business partners, an attempt will be made to obtain a correction; if this is unsuccessful, this may lead to the termination of the business relationship. Inappropriate behavior is actively raised with us. Employees and external parties are encouraged to speak out freely and without fear of reprisal. Reprisals against employees and suppliers who, in good faith, raise concerns about misconduct within the company are prohibited.

[<https://erkert.hintbox.de>]

Supplier declaration

We hereby acknowledge receipt of the Supplier Code of Conduct and undertake to comply with the principles and requirements of the Supplier Code of Conduct. We also confirm that by signing this document it becomes part of the existing contractual relationship between us and Erkert.

City, Date

Supplier (Company stamp, signature)