

Code of Conduct

for supply partners of the Kurtz Ersa

This Code of Conduct defines the principles and requirements of the Kurtz Ersa Group (**Kurtz Holding GmbH & Co. Beteiligungs KG, Frankenstrasse 2, D-97892 Kreuzwertheim-Wiebelbach** and all companies affiliated with Kurtz Holding GmbH & Co. Beteiligungs KG) demanded of all suppliers of goods and services regarding their responsibility for people and the environment. The Kurtz Ersa Group reserves the right to change this Code of Conduct in the event of reasonable changes in the Corporate Governance of the Kurtz Ersa Group. In this case, the companies of the Kurtz Ersa Group expect their suppliers to accept these reasonable changes.

The Supplier hereby declares:

- **Compliance with legislation**
 - to comply with the laws of the applicable jurisdiction(s).
- **Prohibition of corruption and bribery**
 - not to tolerate or engage in any form of corruption or bribery, including any offers to make illegal payments or similar benefits to government officials in order to influence decision-making.
- **Respect for the fundamental rights of employees**
 - to promote equal opportunities and treatment for their employees, irrespective of their colour, race, nationality, social background, any disability, sexual orientation, political or religious beliefs, sex or age;
 - to respect the personal dignity, privacy and personal rights of each individual;
 - not to employ or force anyone to work against their will;
 - not to tolerate unacceptable treatment of workers, such as psychological bullying, sexual and personal harassment or discrimination;
 - not to tolerate conduct (including gestures, language and physical contact) that is sexually coercive, threatening, abusive or exploitative;
 - to ensure adequate remuneration and to warrant the national minimum wage laid down by law;
 - to comply with the maximum working hours laid down by law in the country concerned;
 - to the extent permitted by law, to recognize the freedom of association of workers and neither favour nor discriminate against members of workers' organisations or trade unions.
- **Prohibition of child labour**
 - not to employ workers who do not have the minimum age of 15 years. In countries covered by the ILO Convention 138 regarding exemption for developing countries, the minimum age may be reduced to 14 years.
- **Health and safety of employees**
 - to take responsibility for the health and safety of their employees;
 - to contain risks and to ensure the best possible precautions against accidents and occupational illnesses;
 - to offer training and to ensure that all employees are competent in the field of occupational safety;
 - to establish or apply an occupational safety management system in accordance with OHSAS 18001 or an equivalent system.

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- **Environmental protection/ energy efficiency**
 - to observe environmental protection and energy efficiency with regard to legal norms and international standards;
 - to minimise environmental pollution and continuously improve environmental protection;
 - to establish or apply an environmental management system in accordance with ISO 14001/ ISO 50001 or an equivalent system.
- **Supply chain**
 - to promote compliance with the contents of the Code of Conduct among its suppliers;
 - to comply with the principles of non-discrimination when selecting and dealing with suppliers.

Supplier declaration

By accepting our orders, our business associate confirms compliance with the rules set out in our Code of Conduct as follows:

1. We have received the "Code of Conduct for Suppliers of the Kurtz Ersa Group (hereinafter "Code of Conduct")" and hereby undertake to comply with the principles and requirements of this Code of Conduct in addition to our obligations under the supply contracts with the companies of the Kurtz Ersa Group.
2. At the request of the companies of the Kurtz Ersa Group, we will provide written self-disclosure within a reasonable period of time, provided and to the extent that the provision of such information is legally permissible and does not violate contractual obligations, in particular with regard to confidentiality, and the protection of trade and business secrets is not endangered.
3. We agree that representatives of the companies of the Kurtz Ersa Group or third parties commissioned by the companies of the Kurtz Ersa Group may carry out inspections (audits) to check compliance with the Code of Conduct at our plants in our presence, subject to appropriate written notice during normal operating and business hours.
4. We will pass on the contents of the Code of Conduct to our suppliers within the supply chain with the companies of the Kurtz Ersa Group and demand that they comply with the principles and requirements of the Code of Conduct.
5. We agree that this declaration is subject to the substantive law under which the supply contracts are concluded between the companies of the Kurtz Ersa Group and us. In the absence of such an agreement, this declaration is subject to the substantive law of Switzerland to the exclusion of the standards referring to other jurisdictions.