

## **Code of Conduct**

### **Preamble**

At Aldoplastic GmbH & Co. KG, we have set ourselves the goal of producing and marketing innovative products and solutions with high practical benefits for our customers. We would like to simultaneously create the basis for durable, profitable growth and a long-term, sustainable increase in the value of the company and the preservation of the company for the future.

Our actions are based on personal responsibility, honesty, loyalty and respect for others and the environment. Our managers have a special responsibility in this respect.

With the following Code of Conduct, we want to ensure, in a self-committed manner, in particular the observance of global requirements for ethical and moral conduct and the requirements of correct conduct under competition and antitrust law (compliance). This also means the promotion of fair and sustainable standards in our dealings with suppliers and customers as well as our own company employees, such as managers, workers (including temporary workers, etc.) and other employees of Aldoplastic GmbH & Co. KG.

## **1 General regulations**

### **1.1 Scope**

This Code of conduct and values is applicable to all production sites of the company.

### **1.2 Laws, standards and ethical behaviour**

The company complies with the applicable laws and standards of the respective countries in which it operates. It is guided by generally accepted ethical values and principles, in particular integrity, honesty and human dignity.

### **1.3 Business partners, authorities and consumers, other stakeholders**

The company practices according to the generally accepted business practices of fairness, honesty and ethical principles.

We deal fairly with all parties involved (business partners, authorities and consumers, other stakeholders) and do not apply any retaliatory measures. We expect them to support our corporate responsibility commitments and to also commit to operating with ethical integrity and sustainability, respecting human rights, international labour standards and protecting the environment.

We would like to maintain a trusting relationship with authorities. Consumer protection standards are observed.

### **1.4 Business secrets**

Business secrets of business partners must be treated confidentially by the company and its employees. The disclosure of confidential information to third parties or making it publicly available is strictly prohibited. This shall continue to apply to the company employees even after termination of their employment relationship.

### **1.5 Employee organisation and co-determination**

Aldoplastic GmbH & Co. KG supports the organisation of employees in employee representative bodies. In the absence of a legal or collective agreement provision, the works council may have a say in matters concerning the organisation of the company and the conduct of employees in the company.

## **2 Antitrust and Competition Law**

### **2.1 Antitrust Law**

The company is committed to fair competition. Laws protecting competition must be observed.

Unlawful agreements on prices or other conditions, sales territories or customers as well as an abuse of market power are contrary to the principles of the company.

Competition laws prohibit conduct that impedes free and fair competition and restricts trade. These laws apply equally to us as a supplier and buyer of services and goods.

### **2.2 Bribery, venality, corruption**

The company rejects and does not tolerate any form of bribery, corruption or venality, acceptance of benefits or granting of advantages.

Employees must ensure that no personal dependencies or obligations to customers or suppliers arise. In particular, company employees must not accept or give any gifts that could reasonably be expected to influence business decisions.

### **2.3 Money laundering**

We are strongly committed to complying with all laws relating to the prevention, detection and reporting of money laundering activities and will only conduct business with customers and business partners who are engaged in legitimate business activities and using legitimate financial resources.

### **2.4 Customs and Foreign Trade**

All inspection regulations will be followed when purchasing, manufacturing or marketing goods or transferring or acquiring technology. Prior to any shipment or export, the necessary permits will be obtained from the appropriate authorities and all end-use declarations required by law will be made or voluntarily provided.

Aldoplastic GmbH & CO. KG complies with all applicable foreign trade and customs regulations.

## **3 Global directives**

### **3.1 Human rights**

Internationally recognised human rights are explicitly and consistently supported. Even in the case of disciplinary measures, all company employees must be treated with dignity and respect. Such measures may only be taken in accordance with the applicable national and international standards and internationally recognised human rights (Universal Declaration of Human Rights - UN Doc. 217, the UN Human Rights Charter).

### **3.2 Child labour**

Child labour and any kind of exploitation of children and young people are rejected. The corresponding laws are observed.

### **3.3 Forced labour**

All forms of forced labour, bonded labour, serfdom and slave labour or slavery and conditions similar to these are rejected. Company employees must not be forced into employment, either directly or indirectly, through violence or intimidation (refer to ILO Conventions 29 and 105).

### **3.4 Remuneration, workers' rights**

For full-time employment, all workers should receive a fair wage that is at least sufficient to meet basic needs. Remuneration shall be paid in a practical manner and a pay slip shall be made available to a reasonable extent (refer to ILO Conventions 26 and 131). The right of workers to freedom of association, freedom of assembly and collective bargaining must be respected to the extent that this is legally permissible and possible in the country concerned (refer to ILO Conventions 87 from 1948 and 98 and 1949).

### **3.5 Working hours**

Working hours are in accordance with the applicable national law, the industry standard or the relevant ILO conventions (refer to ILO Conventions 1 and 14). Overtime must be on a voluntary basis.

### **3.6 Health and safety at workplace**

The legal requirements for ensuring health and safety in the workplace must be complied with. Appropriate systems shall be established to avoid risks to health and safety (refer to ILO Convention 155).

### **3.7 Environmental protection**

The company adheres to the goals of sustainable environmental protection. We strive for environmentally friendly production methods in this context. In accordance with the principles of the Rio Declaration of the United Nations, the company handles natural resources responsibly (see Principles of the Rio Declaration on Environment and Development, 1992).

### **3.9 Conflict Minerals**

We do not purchase materials and services that do not comply with national or international laws and conventions. At the same time, we are obligated for using raw materials that have a legal and sustainable origin. For example, we do not knowingly purchase raw materials from conflict regions ("conflict minerals").

## **4 Ethical and social principles**

### **4.1 Non-discrimination**

The company rejects discrimination in employment or occupation, in particular discrimination on the grounds of race, ethnic or national origin, colour, gender, mental or physical disability, age, creed, sexual orientation, political opinion, membership of a workers' organisation or other personal characteristics (refer to ILO Conventions 100, 111, 158, 159).

### **4.2 Diversity and inclusion**

Aldoplastic GmbH & Co. KG considers diversity and inclusion as part of a holistic and fair social progress. We would like to live in a society where diversity is lived and experienced positively by all and where all people are equally represented. Thus, we value a team that combines a variety of identities, backgrounds of experience and perspectives.

#### **4.3 Harassment**

The company disapproves of physical, psychological or sexual violence.

#### **4.4 Freedom of expression**

The right to the freedom of opinion and expression is guaranteed.

#### **4.5 Privacy**

Privacy is respected in our company.

### **5 Compliance with the Code of Conduct**

The company shall inform its employees about this Code of Conduct in an appropriate manner and at specified intervals and shall ensure compliance with it.

Note: In the interests of readability, we have not differentiated between the genders in this document.

Marc Halladin, Managing Director

