

Code of Conduct



KÖNNEN & WISSEN FÜR RAFFINIERTE TECHNIK

Bad Kreuznach, December 2022

Dear business partners,

our company stands for ecological awareness, economic foresight and social responsibility. For us, sustainability is not a term without content, but stands for the framework conditions under which our products are created and our business decisions are made. As a family business, we have been living by this corporate philosophy every day since 1840 and allow ourselves to be measured by these principles

Our Code of Conduct takes up this claim and summarises the most important compliance rules for lawful and ethical business conduct. It shows what kind of behaviour we expect from our employees and you as our business partners. It also shows which compliance rules help to credibly convey our company's attitude, to strengthen trust in us and our company as well as our brand, and to actively assume responsibility towards the company and society both internally and along the supply chain. Our values of openness, discipline, trust and leading by example provide us with a reliable orientation framework for this.

This claim is built on the fact that we live our values and principles together and implement them in our daily work. Only with your support we can succeed in continuing to be perceived and respected as a trustworthy company and brand, and in living up to our responsibility in the supply chain.

Nevertheless, this Code of Conduct cannot answer all questions that may arise in individual cases. However, it will sensitise us in such a way that we can recognise problems at the outset and solve them through assistance and correct behaviour.

For the board of directors of Allit AG Kunststofftechnik

Yours Jochen Kallinowsky

Kunststofftechnik

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Preamble

For us at Allit AG Kunststofftechnik, taking responsibility and contributing to environmental and social compatibility within the scope of our activities is always a top priority. For this reason, we have drawn up this Code of Conduct for our business partners.

Allit AG Kunststofftechnik complies with the applicable laws and regulations in all countries in which it operates. We take this law- and regulation-compliant conduct into account in all business decisions. Acting in accordance with human dignity, integrity and righteousness is a matter of course for us.

To ensure compliance with the above standards, we require all business partners, suppliers, subcontractors, employees and other stakeholders to follow the guiding principles of this Code.

1. Scope

This Code of Conduct is authoritative for all companies or economic actors with which Allit AG Kunststofftechnik, including the affiliated companies named in the annex, enter into a business relationship.

This Code of Conduct is an integral part of the business relationship between you and Allit AG Kunststofftechnik.

2. Environment and sustainability

As a company, we are aware that raw materials are only available in limited quantities. For this reason, we commit you as a business partner to ensure that your procurement and manufacturing processes do not conflict with the requirements of sustainable development. We also commit you to comply with the environmental laws and guidelines that apply to you.

3. Human Rights / Slavery

Compliance with human rights is a top priority for Allit AG Kunststofftechnik. When selecting our business partners, we pay close attention to their compliance with applicable and recognised human rights regulations. For this reason, we oblige you to comply with the applicable human rights standards, in particular the European Convention on Human Rights, the principles of the UN Global Compact, the United Nations Guiding Principles on Business and Human Rights and the OECD Guidelines.

4. Employee protection and working conditions

The protection of employees is an irreplaceable asset for our company. For this reason, we commit you as a business partner to comply with the applicable regulations for the protection of the health of employees as well as laws and regulations on fair working conditions. This includes in particular:

4.1. Child labour

Our company strictly rejects any form of child labour and obliges you as a business partner not to engage in child labour or to cooperate with companies that carry out or support child labour themselves.

4.2. Forced labour

Furthermore, Allit AG Kunststofftechnik prohibits any form of forced labour and requires you to do the same. Forced labour is any work performed by a person under the threat of punishment and for which the person has not volunteered.



4.3. Safety at the workplace

Our company is committed to protecting the health of its employees and ensures that all laws and safety and hygiene regulations are complied with to ensure a safe working environment for each employee.

We therefore also commit you as a business partner to create a safe working environment in your own company and not to enter into business relationships with companies that do not ensure this.

4.4. Fair wages / working times

Allit AG Kunststofftechnik attaches great importance to ensuring that employees are granted fair wages and fair working hours. This is the reason why we oblige you as a business partner to comply with the respective applicable labour laws and minimum wage regulations and to ensure that your own business partners also guarantee this.

4.5. Discrimination / Harassment

The diversity of our employees is an indispensable added value for us as a company. That is why we make sure that no person is discriminated against or harassed in any way.

For this reason, you are committed to ensuring that no person is discriminated against in any way on the basis of birth, caste, ethnic origin, nationality, race, sexual orientation, religion, disability, political affiliation, membership of a particular group or gender. The same applies to the consistent prevention of sexual, psychological and verbal harassment.

4.6. Undeclared work

Furthermore, as a business partner, you undertake to only employ staff who can produce a valid employment contract that complies with the applicable legal provisions.

4.7. Freedom of expression

The right to freedom of expression is guaranteed in our company. As a business partner, please ensure that this is also the case for you.

4.8. Employee representaion

At Allit AG Kunststofftechnik employees are free to assemble in accordance with the relevant laws and to form an employee representative body for the purpose of exercising their rights.

There has been a works council and a trusting cooperation for decades. As our business partner, you are expected to grant your employees the same rights.

4.9. Avoidance of conflicts of interest

Allit AG Kunststofftechnik expects its employees to make business decisions objectively, impartially and in the best interests of the company.

Personal interests and relationships must not influence the decision. As a business partner, you guarantee that this will be handled in the same way.



5. Fair competition

5.1. Competition/antitrust law

As a business enterprise it is important to us to constantly promote fair competition and thus contribute to a stable economy.

Therefore, we commit you as a business partner not to violate applicable competition law, in particular antitrust law, and to integrate mechanisms to ensure compliance throughout the company. In particular, this includes inadmissible restrictions of competition such as the formation of cartels, price fixing and money laundering, whereby this list is expressly not exhaustive.

5.2. Corruption

Allit AG Kunststofftechnik strictly rejects any kind of bribery or granting of advantages. We therefore oblige you as our business partner, especially when dealing with public officials, authorities, clients or similar persons, not to grant or accept any advantages in order to obtain or grant unjustified competitive advantages.

This includes, in particular, gifts of money, invitations to events or restaurants/meals as well as gifts in kind. In the event that business courtesies are to be exchanged to a legally permissible extent, these must be recorded and communicated transparently.

5.3. Industrial property rights

We also oblige you to comply with all applicable laws and regulations for the protection of industrial property rights of Allit AG Kunststofftechnik and those of third parties. These include in particular copyrights, trademark rights, patent rights and design rights.

It is guaranteed by you as a business partner to respect these industrial property rights and to enter into a proper licence agreement with the rights holders when using protected intellectual property.

5.4. Protection of secrets

Furthermore, you as a business partner undertake to ensure that no business or trade secrets or other sensitive business data which have become known to you in any way are passed on to third parties, whether for payment or free of charge. The only exception to this is information,

- which was already known at the time of the communication by the other party;
- is already publicly known or becomes publicly known at the time of the communication through no fault of the other party; or
- which has been legitimately disclosed to the other party by a third party, unless, to the knowledge of the parties, the disclosure by the third party is in breach of a confidentiality obligation.

5.5. Prevention of money laundering

Allit AG Kunststofftechnik complies with its legal obligations regarding the prevention of money laundering. We also expect our business partners not to participate in money laundering activities and to comply with the legal provisions for the prevention of money laundering.



6. Data protection

As a business partner, you also undertake to comply with all applicable regulations and laws for the protection of personal data of all parties involved.

In particular, it must be ensured that personal data is used exclusively for the purposes stated when the data was collected and that it is never unlawfully disclosed to third parties.

7. Law and order

In addition to the obligations set out in this Code of Conduct for business partners, we also require you as a business partner to ensure that all other laws, regulations and guidelines are complied with in the course of your business activities. This also applies to those that are not explicitly listed in this code.

8. Export control and economic sanctions

We strictly comply with the relevant export control laws in the context of the transfer and export of our goods.

This also applies to the foreign trade regulations and provisions for the control of imports. We comply with the trade restrictions and sanctions lists that have been issued.

We also expect our business partners to comply with all applicable import and export control laws.

9. Product safety

The products manufactured by Allit AG Kunststofftechnik comply with the agreed and legally prescribed standards with regard to product safety.

As a business partner, you are also required to ensure that this is also the case for the goods and services you offer.

10. Compliance with the code and sanctions

10.1. Business partners

We require you to comply with all agreements set forth in this business partner Code of Conduct and all other applicable laws, rules and regulations.

You further warrant that this business partner Code of Conduct is made available to all employees of the business partner in a language they understand.

In addition, we require you as a business partner to bind your own business partners or subcontractors with this or an equivalent code of conduct.

10.2. Commitment to compliance

Along with your obligation to ensure compliance with this business partner Code of Conduct and all other policies and laws throughout the organisation, we require you to establish appropriate and adequate monitoring mechanisms and communication channels, namely a compliance management system. This is the only way to ensure compliance with the law in a company.



10.3. Granting of access

As a business partner, we also oblige you to grant our company access and information on your mechanisms for preventing legal violations (compliance management system) upon request. We are entitled to exercise these rights of inspection and information through third parties, provided that they in turn have been sworn to secrecy in this respect.

10.4. Sanctions

In case of non-compliance with this Code of Conduct for business partners, Allit AG Kunststofftechnik reserves the right to impose sanctions on the respective business partner.

In the case of non-serious violations, we will give you as a business partner the opportunity to implement suitable remedial measures within a reasonable period of time and to react appropriately to the violation.

Repeated violations, failure to respond appropriately to a violation or a serious violation of this Code of Conduct for business partners may result in immediate termination of the business relationship.

Depending on the type and severity of the violation, claims for damages or other rights may also be asserted.

11. Information

Further information on this Code of Conduct for business partners or our company's compliance can be found at www.allit.de. This Code of Conduct is also freely accessible there in various languages.

Furthermore, in the course of the first half of 2023, it will also be possible to report violations or whistleblowing via our whistleblowing system.

annex



annex



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