



zühlke
empowering ideas

Supplier Code of Conduct

June 2024

Introduction

Since its foundation in 1968, actions of Zühlke Group (“Zühlke”) have been guided by a clear set of values: courage, customer success, outstanding performance and integrity. These values, as well as a culture of openness and innovation, should also apply to our suppliers of services and goods.

This document summarises the basic principles and standards for our suppliers, their subcontractors and their employees. This Supplier Code of Conduct is based on Zühlke’s own Code of Conduct and adheres to globally recognised guidelines and principles on environmental and social responsibility.

1 General principles and business ethics

1.1 Business conduct

The business conduct of our suppliers is based on fairness, professionalism and respect.

They are truthful and transparent in their communications and dealings with others. They do not engage in any form of deception, fraud, or dishonesty.

1.2 Fair competition

Our suppliers observe the principles of free and fair competition and ensure that antitrust laws and unfair competition laws are complied with. They do not participate in antitrust agreements with competitors or the exchange of commercially sensitive information, nor do they abuse a potentially dominant position.

1.3 Corruption and bribery

Our suppliers do not tolerate any corruption and reject any potential business involving bribery in any form. They never offer or grant advantages in order to unlawfully influence their business partners in their decisions or actions or to induce them to abuse their position to grant an unreasonable advantage.

1.4 Conflicts

Our suppliers make decisions regarding their business activities with their business partners exclusively on the basis of objective criteria. They avoid situations where personal interests, family ties, external activities or financial interests conflict with their interests.

1.5 Compliance with laws

Our suppliers live up to their social responsibility in all business matters. They fully and unconditionally comply with applicable law and binding regulations of the countries in which they operate.

1.6 Money laundering

Our suppliers prevent money laundering by taking appropriate organisational measures.

1.7 Data protection and confidentiality

Our suppliers ensure compliance with all applicable laws for the protection of personal data (in particular of employees, contractors and customers) as well as other obligations arising from confidentiality agreements with Zühlke.

1.8 Intellectual property

Our suppliers and their employees protect Zühlke's intellectual property and respect the intellectual property of third parties. Intellectual property includes, but is not limited to, development results, drawings, patents, trademarks and other industrial property rights, copyrights, designs, trade secrets, samples, models and other know-how. In addition, no products may be delivered to Zühlke that infringe the intellectual property of third parties.

1.9 Import and export regulations

With regard to global business activities, our suppliers ensure compliance with the applicable laws and regulations for the import and export of goods, services and information as well as for combatting international terrorism.

2 Environment

2.1 Occupational health and safety

Our suppliers comply with local health and safety regulations and operate their facilities accordingly. They ensure compliance with applicable health and work-related laws, rules and regulations and ensure safe and healthy working conditions.

2.2 Discrimination and harassment

Our suppliers do not make decisions based on non-work characteristics such as ethnicity, gender, age, physical characteristics, social origin, trade union membership, religion, sexual orientation or any other objectively irrelevant or unlawful criteria.

Our suppliers treat employees, external personnel and third parties with respect. They do not tolerate discrimination, bullying or harassment, including sexual harassment.

3 Social and environmental responsibility

3.1 Human rights

Our suppliers respect and support human rights as defined in the Universal Declaration of Human Rights. In particular, they do not tolerate forced, child or punitive labour, slavery or human trafficking, either within their own organisation or within their suppliers' organisations.

3.2 Environmental and climate protection

With consideration for current and future generations, our suppliers are committed to protecting the environment and biodiversity, conserving resources and gradually reducing emissions for climate protection. They support environmentally conscious behaviour and ensure compliance with the relevant laws and regulations.

Our suppliers strive to continuously optimise and reduce their consumption of energy, water and non-renewable resources.

4 Self-commitment and control

4.1 Processes and compliance

Our suppliers ensure that their employees are informed about the content of this Supplier Code of Conduct and the resulting obligations and comply with them. Zühlke respects that compliance with and implementation of the basic principles and standards laid down in this Supplier Code of Conduct is a continuous process. Therefore, our suppliers are required to continuously review and improve their standards and processes.

4.2 Monitoring and obligation to provide evidence

Our suppliers document compliance with the basic principles and standards mentioned by means of suitable business documents. They shall make these available to Zühlke within reasonable limits and upon prior agreement upon request.

4.3 Reporting of infringements and sanctions

If our suppliers suspect or observe violations of applicable law or this Supplier Code of Conduct in cooperation with Zühlke, they are required to report them to Zühlke. Reports can be made anonymously via Zühlke's Integrity Line (<https://zuehlke.integrityline.com>).

Violations of this Supplier Code of Conduct, i.e. the basic principles and standards contained therein, shall be regarded as a material impairment of the business relationship or a violation of the contractual relations with Zühlke. Zühlke reserves the right to take appropriate measures in such cases.

Our suppliers never retaliate against anyone who raises concern in good faith or participate in an investigation.