

# Code of Conduct\* for Suppliers

Following Code of Conduct applies for all suppliers.

## Laws and Regulations

The supplier is obliged to respect the laws and regulations of the countries in which the supplier operates.

## Corruption and Bribery

All forms of corruption and bribery must be omitted, active bribery as well as passive bribery.

## Forced Labor

All forms of forced labor are prohibited. This includes forced prison labor, servitude and similar.

## Child Labor

All kinds of child labor are prohibited. No persons of school age or younger than 15 years (except for the ILO Convention 138) shall be employed where local laws don't define higher age limits. Employees under 18 years shall not perform any hazardous works and shall only work to a limited extent at night considering the requirements of their training.

## Harassment

The personal dignity, privacy and personal rights of each individual is to be respected. Employees shall not be physically punished or physically, sexually, psychologically or verbally harassed or abused.

## Remuneration

Wages and salaries including overtime and special benefits at the supplier's premises must equal or exceed the level of the current laws and regulations.

## Working Hours

Employees of the supplier shall not be obliged to regularly work more than 48 hours per week (without over-time) or 60 hours in total (including overtime), except for special business requirements or when national regulations consider lower weekly working hours. Employees must have at least one day off in a seven-day period, except for special business requirements.

## Principle of non-Discrimination

Regardless of skin color, race, nationality, social background, possible disability, sexual orientation, political or religious conviction as well as gender or age, all employees of the supplier must in all business decisions strictly be treated according to their skills and qualifications, especially recruitment, promotion, remuneration, special benefits, training measures, termination and dismissal.

## Health and Safety

The supplier is obliged to ensure a safe and healthy work environment to avoid accidents and injuries and safe and healthy accommodations if necessary. Current local laws shall be minimum standard.

A work safety management system according to OHSAS 18001 or a similar system must be built up or used.

## Freedom of Assembly and collective Negotiations

The supplier is obliged to recognize and respect the employees' right for freedom of assembly and collective negotiations.

## Environment

The supplier is obliged to comply with the regulations and standards for environmental protection that affecting its business.

Environmental pollution is to be minimized and the environmental protection is continuously to be improved. An environment management system according to ISO 14001 or similar system must be built up or striven.

## Supply Chain

The supplier is instructed to oblige its subcontractors to comply with this Code of Conducts as well.

\*The principles of the Code of Conduct of the CECED (European Committee of Domestic Equipment Manufacturers) are the basis for requirements.