

Code of Conduct for STIWA Group and its business partners

Preamble

Since its foundation in 1972, the STIWA Group has developed from a one-man operation into a leading global automation, production and software specialist. Throughout all these years, the family business has followed the values of its founder Walter Sticht which are incorporated in the corporate strategy.

The company's value system is rooted in five basic values: Entrepreneurial thinking and action are at the core, complemented by partnership, innovation, quality and sustainability. This Code of Conduct reflects the STIWA Group's corporate values and forms the foundation for all of the STIWA Group's business actions and decisions.

Our employees are the key ingredient of our company's success. We want to enable them to act independently, responsibly and appropriately in every situation based on their professional, social and societal competence. This Code of Conduct provides the basis for this and must be followed by all employees as well as by all persons who are functionally equivalent to our own staff.

Our business partners are another essential factor for our company's success. The STIWA Code of Conduct represents the cornerstone of cooperation with the STIWA Group; therefore, it also defines our mindset and our values concerning relevant topics for our external partners.

This Code of Conduct with its three subject areas of People – Environment – Work applies to the STIWA Group, its employees and its business partners, hereinafter referred to as "we".

The following requirements and principles are based on "[The Ten Principles of the UN Global Compact](#)" (hereinafter "UN GC") and the [International Labour Organization](#) (ILO) Declaration on Fundamental Principles and Rights at Work (hereinafter "ILO Core Labour Standards"). These relevant sets of rules are part of the STIWA Code of Conduct and equally as a supplement.

0 Compliance with laws

We will comply with all laws of the respective applicable national legislations, internationally binding laws, if any, as well as common industry standards, and respect any existing trade restrictions (embargoes).

1 People

People are at the centre of any action. To ensure that every person is granted the same rights and that these are safeguarded effectively, we will

- 1.1 support and respect the protection of internationally declared human rights (*Principle 1 of the UN GC*);
- 1.2 ensure that we are not complicit in human rights abuses (*Principle 2 of the UN GC*).

We will comply with all applicable laws governing the protection of personal data of our employees, customers, suppliers and any other parties concerned. The STIWA Group privacy policy can be viewed online at [Data Protection - STIWA](#).

2 Environment

An intact environment is the basis for all life. In order to protect the environment, to conserve resources and to keep the overall impact on the environment as low as possible, we:

- 2.1 support a precautionary approach to environmental problems (*Principle 7 of the UN GC*);
- 2.2 engage in initiatives to promote greater environmental responsibility (*Principle 8 of the UN GC*);
- 2.3 promote the development and distribution of environmentally sound technologies (*Principle 9 of the UN GC*).

3 Work

When employing people, the focus is on relationships. We are committed to comply with the following **5 core principles of the ILO core labour standards**:

- 3.1 upholding the freedom of association and the effective recognition of the right to collective bargaining, and to empowering our workers to defend their interests on the basis of national legislation.
- 3.2 eliminating of all forms of forced or compulsory labour and respecting the principle of self-determined employment;
- 3.3 abolishing child labour and no employment of children who have not reached the minimum age according to the respective national legislation (prohibition of child labour).
- 3.4 eliminating discrimination in employment and occupation and providing equal opportunities for all workers by not tolerating discrimination on the basis of gender, age, colour, ethnic origin, nationality, sexual orientation, disability, faith, social origin or belief.
- 3.5 complying with employee health and safety regulations, including fire safety and work and rest time, and with all employee protection laws and standards that are applicable locally.

Work performance

3.6 Anti-corruption

We strictly separate private and professional interests. Situations in which private interests may collide with those of the company are to be avoided, if possible. However, if such conflicts of interest arise, they must be resolved transparently and in compliance with the applicable laws and guidelines.

The use of professional activities to gain personal benefits is prohibited and in clear contradiction to the corporate values of the STIWA Group. Business partners must never be favoured over others due to personal interests.

3.7 Money laundering

We will comply with the relevant legal obligations for the prevention of money laundering. We only allow cooperations with business partners of integrity.

3.8 Restriction of foreign trade rights

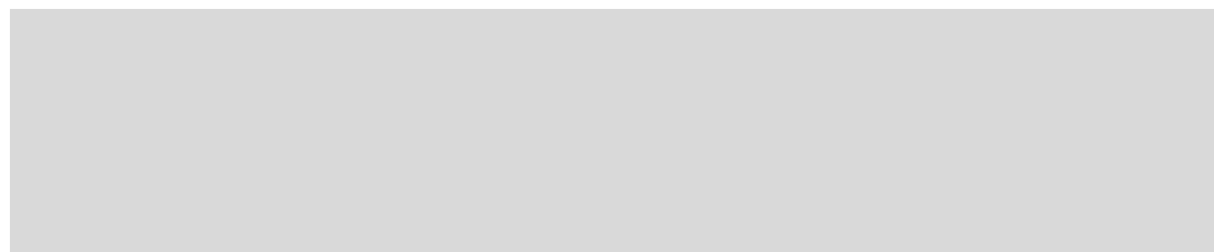
We will fulfil and comply with all export control and foreign trade law requirements. In doing so, we will inform in writing about any licensing requirements, prohibitions or restrictions pertaining to this area prior to the conclusion of the contract.

4 Compliance with the Code of Conduct

We will act responsibly and strictly adhere to the *STIWA Code of Conduct* throughout the entire cooperation. If other companies or people are involved in STIWA's business activities, we will commit them to the same or even more stringent standards than those stipulated in the *STIWA Code of Conduct*.

We can verify compliance with the *STIWA Code of Conduct* on site at our business partners' premises. Such an audit is only carried out after prior notice and together with representatives of the business partner. No expenses will be charged for this.

Material violations of the *STIWA Code of Conduct* constitute a major reason why any further cooperation may be considered unacceptable.



Business partner
(company wording or stamp)

STIWA company
entity
concerned