

## I. PREAMBLE

Dear business partners,  
Dear colleagues,

Acting responsibly and lawfully is an integral part of our company. That is why we acknowledge our social responsibility as part of society, as a business partner and employer. We regard this code of conduct as a common guideline for our business relationships and decision-making processes. This refers to our own companies as well as to third parties. The reputation and trust that we enjoy with our customers, suppliers, business partners, employees and in society can be seriously damaged by inappropriate behaviour even by individuals. We therefore all together bear the joint responsibility for our daily actions. Within the company, too, we treat colleagues in the same way as we expect others to treat us.

We, the KNARR Group, our business partners and our employees, believe in and adhere to the following guidelines.

## II. SOCIAL RESPONSIBILITY

### (1) Compliance with applicable law

We comply with all applicable laws, regulations at national and international level, generally accepted standards of social responsibility and fundamental principles of integrity.

### (2) Human rights

We observe the internationally applicable regulations for the protection of human rights. The basis for this is the International Bill of Human Rights. This applies in particular to the creation and safeguarding of fair, safe and social working conditions.

### (3) Diversity and anti-discrimination

We all treat one another with respect and therefore do not tolerate any discrimination. Nobody is disadvantaged, favoured, harassed or "bullied" on the basis of race, skin colour, ethnic background, gender, sexual orientation, marital status, pregnancy, religion, political opinion, nationality, social heritage, social status, disability, age, union membership or any other attribute protected by applicable laws.

### (4) Prohibition of child and forced labour

Child and forced labour, including bonded labour and involuntary prison labour, are strictly prohibited regardless of the stage of the manufacturing process. We ensure that we do not employ anyone who has not yet reached the minimum age required by ILO Convention 138. Stricter national regulations are observed and complied with accordingly. Furthermore, we do not force any person to do compulsory work against their will or restrict their freedom of movement.

### (5) Prohibition of human trafficking and slavery

We comply with all applicable laws and regulations that prohibit human trafficking and slavery in our own operations and in the supply chain.

### (6) Fair working conditions

All statutory employee rights are complied with. We adhere to the applicable regulations regarding the minimum wage and pay fair and reasonable compensation for the work done. The relevant regulations on permissible weekly working hours are also observed and implemented in the contractual agreement. Any form of corporal punishment or other physical, sexual, psychological or verbal harassment or abuse are strictly prohibited.

### (7) Health and safety at work

We comply with the applicable occupational health and safety regulations and thus avoid health hazards, accidents and occupational diseases. Not only the companies themselves, but also the employees promote safety and health protection in the working environment and adhere to the regulations on occupational health and safety. Managers are obliged to instruct and support their employees in fulfilling this responsibility.

### (8) Environmental protection

Sustainable environmental and climate protection are important corporate goals for us. Environmental law specifies binding standards that must be complied with depending on the legal obligation. In addition, we include environmental and sustainability-related aspects in all actions and decisions and pay particular attention to efficient use of resources in the company itself.

### **III. BUSINESS RELATIONSHIPS AND MARKET BEHAVIOUR**

#### **(1) Prohibition of corruption**

We oppose any form of corrupt business conduct such as bribery, embezzlement, fraud, theft and the granting of unfair advantages.

#### **(2) Antitrust law**

We support all efforts to promote and protect free competition. We therefore adhere to the existing antitrust and competition law and do not enter into any anti-competitive agreements with competitors or suppliers.

#### **(3) Import and Export Control**

We comply with the applicable regulations of foreign trade, tax and customs law. This applies to all transactions involving the export or import of goods, services and information as well as the careful selection of business partners.

### **IV. TRADE SECRETS, INTELLECTUAL PROPERTY AND PERSONAL RIGHTS**

#### **(1) Information security and confidentiality**

We have to maintain strict confidentiality about all trade and business secrets that affect the KNARR group of companies or business partners. Confidential information is only used to fulfil the contract or with regard to the purpose of the contract. In addition, only those persons receive information that is necessary for the performance of the contract.

#### **(2) Intellectual property / copyrights**

We respect the rights of third parties and the protection of intellectual property. In particular, industrial property rights and third-party patents are not infringed. In individual cases, processes or actions that could constitute such a violation of the law must be checked.

#### **(3) Privacy**

Protection and responsible handling of personal data are the basis of our day-to-day business. We therefore adhere to the relevant regulations, in particular those from the Federal Data Protection Act and the General Data Protection Regulation. Personal data may only be processed - in particular collected, processed, used, stored or passed on - if this is legally permissible and objectively necessary. When storing, but also when using such personal data, this data must be protected from unauthorized access.

### **V. COMPLIANCE WITH THE CODE OF CONDUCT**

We undertake to work in our company to ensure that the guidelines set out in the code of conduct are adhered to. That is why we also demand from our business partners that the regulations and ethical values of this code are observed and adhered to.