

OUR GUIDELINES
FOR ALL COMPANIES OF THE BORBET GROUP AND ITS SUPPLIERS



Code of Conduct

BORBET

since 1881

Code of Conduct



1. Introduction/foreword/ meaning of the Code of Conduct

This "Code of Conduct" defines the principles and requirements that the companies of the BORBET GROUP have set for themselves and their suppliers of goods as well as for works and services with regard to their responsibility for people and the environment. The BORBET GROUP reserves the right to amend or adapt the contents and requirements of the "Code of Conduct", as may become necessary. In this case, the BORBET GROUP expects its suppliers to observe any appropriate changes.

BORBET
since 1881

2. Guidelines/Principles

The BORBET GROUP hereby commits itself and its suppliers to observe the following principles:

Code of Conduct

Compliance with the law:

▶ The laws of the applicable legal system(s) must be observed and complied with.

Corruption, bribery and extortion are prohibited:

▶ A general obligation exists not to tolerate or engage in any form of corruption, bribery or extortion. It is prohibited, in particular, to make illegal payment offers or similar donations to public authorities in order to influence decisionmaking.

▶ It is prohibited to employ persons against their will or to force them to work.

▶ Any unacceptable treatment of workers, in particular, any psychological impairment, is prohibited and will not be tolerated.

▶ Sexual and/or personal harassment or discrimination are prohibited and will be prosecuted.

▶ Behaviour (including gestures, language and physical contacts) which appears to be sexual, coercive, threatening, abusive or exploiting, shall not be tolerated.

▶ Adequate remuneration of employees and compliance with statutory minimum wage requirements shall be ensured.

▶ The statutory regulations on maximum working hours in the respective legal system shall be complied with.

▶ As far as legally permissible, the freedom of association of employees is to be recognised and members of employee organisations or trade unions are neither to be favoured nor disadvantaged.

Observance of employees' fundamental rights

▶ Equal opportunities and equal treatment of employees shall be promoted, irrespective of their colour, race, nationality, social origin, disability, sexual orientation, political or religious beliefs, gender or age. The personal dignity, privacy and personal rights of each individual must be respected.

BORBET
since 1881



Code of Conduct

- ▶ Appropriate training and instruction must be provided to ensure that all employees are familiar with the relevant occupational safety regulations.
- ▶ An appropriate occupational safety management system shall be established and applied.

Environmental protection:

- ▶ The legal norms and international standards relating to environmental protection must be observed.
- ▶ Environmental pollution must be minimised as far as technically possible and environmental protection must be continuously improved.
- ▶ An appropriate environmental management system shall be established and applied.

Contractual relationships:

- ▶ The parties to the "Code of Conduct" shall adequately promote compliance with this "Code of Conduct" among themselves and shall in particular ensure that companies not yet involved, in particular their own suppliers, adhere to this "Code of Conduct".
- ▶ The principles of nondiscrimination must be observed when selecting suppliers and when dealing with them.

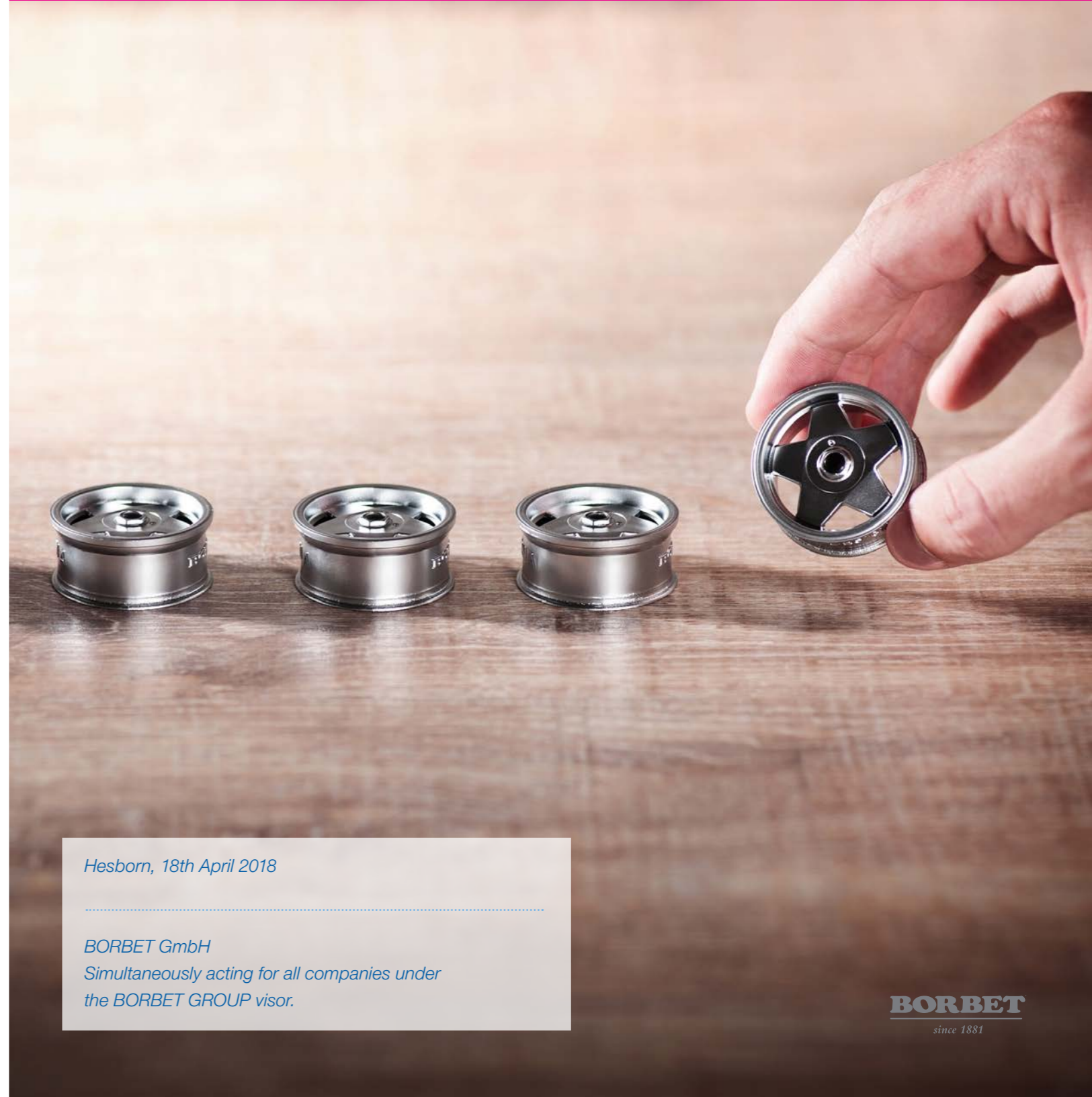


Prohibition of child and forced labour:

- ▶ It is prohibited to hire employees, who do not have a minimum age of 15 years. In countries covered by the exemption for developing countries under the ILO Convention 138, the minimum age may be reduced to 14 years.
- ▶ In accordance with the provisions of Principle 4 of the United Nation Global Compact, it is prohibited to promote or tolerate any kind of forced labour.

Health and safety of employees

- ▶ Each employer is responsible for the health and safety of its employees.
- ▶ There is a continuous obligation to contain risks and to take the best possible precautionary measures against accidents and occupational diseases.



Hesborn, 18th April 2018

*BORBET GmbH
Simultaneously acting for all companies under
the BORBET GROUP visor.*

Contact

BORBET GmbH

Hauptstr. 5

D-59969 Hallenberg-Hesborn

Tel.: +49 (0) 29 84 / 30 11 60

Fax: +49 (0) 29 84 / 30 11 70

info@borbet.de

www.borbet.de

BORBET

since 1881