

RL-10160-EN Code of Conduct

Version: 1.00

Our principles

In its "Guidelines and principles of the Sefar Group", Sefar has recorded generally applicable directives to define the standard for everyday business. Chapter 11 "Ethics" stipulates the following items that apply to our employees, our customers and in particular also to our suppliers.

Compliance with high ethical standards in all of our activities, and always under observation of the legal provisions.

- We make no compromises in the areas of integrity and honesty.
- We do not tolerate any active or passive bribery: no disproportionate gifts, commissions, compensations, etc., for an inadmissible advantage.
- We do not acquire any unjustified personal advantages: no involvement in transactions with Sefar in which we or our family members hold a personal interest.
- Employees of Sefar or their close family members do not become involved in any business that competes with Sefar.
- We act in a performance-oriented and fair manner on the market. We do coordinate on prices, quantities or markets with competitors. We do not make any negative or depreciating comments about competitors.
- All managers observe the directive "Business rules of conduct".

Area of application

This code of conduct and the above principles apply to all suppliers of Sefar and any sub-suppliers and contractors. Beyond this, the following items apply, as do the rules of the ILO (International Labor Organization):

1. Human rights

The supplier commits to respecting the internationally recognized human rights and to observing the principles listed above.

- Child labor

The supplier commits to not tolerating any exploitation of children and to not employing any children who have not yet reached the minimum age required for employment. Every child must be protected from economic exploitation and from being forced to perform work that is classified as dangerous, may negatively influence the child's education or impair the child's healthy development.

- Just and equal treatment

The supplier commits to not tolerating any discrimination of any kind. It grants its employees the right of association and negotiation.

- Forced labor

The supplier commits to not tolerating any form of forced labor and respects the principle of free choice of employment.

RL-10160-EN Code of Conduct

Version: 1.00

- Working time and free time

The supplier commits to respecting all applicable laws in the area of working and resting times. The working times must meet the requirements of all applicable laws.

2. Health and safety

The supplier commits to meeting requirements of all applicable laws regarding health and safety at the workplace.

3. Environmental protection and sustainability

The supplier commits to complying with all requirements of the applicable laws to protect the environment.

4. Company integrity

Any form of corruption, fraud and unfair business practice is strictly forbidden. The supplier must comply with all applicable legal provisions.

Approval, monitoring and tracking

The supplier accepts this code of conduct without any changes or exceptions. The supplier is responsible for warranting implementation of the code of conduct.

The supplier shall submit sufficient proof of comprehensive compliance with the requirements named. Beyond this, Sefar reserves the right to monitor compliance with the code of conduct for suppliers among existing and new suppliers. Monitoring may take place unannounced and may be performed by an independent third party. Sefar will inform the supplier about the results of monitoring. Sefar reserves the right to terminate the business relationship with immediate effect and subject to exclusion of any liability or obligation if the supplier does not meet the conditions of the code of conduct and does not inform Sefar of its reasons for this without undue delay, or does not implement any remedies within an agreed period of time.

Contact:

Sefar AG, Purchase Department, Hinterbissaustrasse 12, CH-9410 Heiden, Switzerland

Email: purchasing@sefar.ch