

CODE OF CONDUCT (CoC)

Context

Employees of companies within the GRITEC Group have developed a mission statement. We have taken the actions resulting from this statement and converted them into this Code of Conduct.

The Code of Conduct summarises the key principles and rules for our behaviour and sets out the expectations we have of ourselves.

Our conduct in a business environment

Compliance with the law

Laws and regulations protect us and others. We consider compliance with laws and standards to be a fundamental principle of commercially responsible behaviour.

Integrity and compliance

We orient our actions according to widely held ethical values and principles. In particular, our actions are guided by integrity, honesty, respect for human dignity, openness and equal treatment.

Corruption, bribery or antitrust violations are not tolerated. We promote moral behaviour, value-oriented conduct and self-control within the company. We support fair competition.

Equal treatment and non-discrimination

We place great importance on a culture of equal opportunity, trust and respect. We promote equality of opportunity and stand against all types of discrimination. We treat everyone equally, regardless of their gender, age, race, culture, ethnic origin, sexual orientation, disability, religion or belief.

Human rights and rights of employees

We respect and support compliance with the internationally recognised human rights. We are strongly opposed to all forms of forced or child labour. We recognise the right to form trade unions and employee representation on a democratic basis within the scope of national regulations. We recognise the right to reasonable remuneration for all employees.

The right to fair remuneration is recognized for all employees. For us, the implementation of and compliance with the core labour standards of the International Labour Organization of the United Nations (ILO) represent a minimum standard.

Workplace health and safety

Safety, freedom from harm, and the mental and physical health of the individual take priority over all other corporate objectives. Workplace health and safety are an integral component of all business processes and are incorporated into technical, economic and social considerations from the outset. Every manager is required to instruct and support their employees in their awareness of safety and occupational health in their working environment and in compliance with regulations relating to workplace health and safety. Every one of our employees supports safety and occupational health in their working environment and complies with regulations relating to workplace health and safety. The same safety standards apply to employees of subcontractors working on our behalf as apply to us. This is taken into consideration during selection and in the working relationship.

Environment and climate protection

Resource efficiency and conservation are a matter of principle for us. Both in the development of new products and services and in the operation of production facilities, we make sure that all resulting impacts on the environment and climate are kept to a minimum and that our products make a positive contribution to environment and climate protection.

We take responsibility for treating natural resources with respect, and, through our individual behaviour, contribute to the active protection of the environment and climate.

Energy efficiency

Our suppliers and business partners are encouraged to introduce an effective energy management system (e.g. in accordance with ISO 50001) and to continuously develop existing energy efficiency measures. Responsible and resource-conserving use of energy is an important prerequisite for us to work together as partners.

Social responsibility

We consider ourselves to be an active member of society and engage with society in a variety of ways. We make an active contribution to social development and support the voluntary activities of our employees.

Appearance and communication in public

We respect the right to freedom of expression and the protection of personal rights and of privacy.

Money Laundering

All employees must ensure that concrete construction cannot be misused for money laundering or other illegal purposes. Money laundering is the term used to describe financial or economic transactions that introduce illegally obtained liquid funds into the legal financial system. We expressly refer to the provisions on criminal liability for money laundering under the applicable laws.

Conflicts of interest

Our suppliers and business partners will avoid situations in which their own interests are or could be in conflict with our business interests. They will inform us promptly if a conflict of interest is identified.

Data protection and information security

The protection of personal data, especially that relating to employees, customers and suppliers, is of particular importance to us.

Confidential business information

We take the necessary steps using appropriate means to protect confidential information and business documents against access and viewing by unauthorised parties, parties who are not privy to it and third parties.

Protection of assets

Our suppliers and business partners contribute to the appropriate and careful handling of our property and our resources and protect them against loss, theft or misuse.

Complaints mechanism

Our suppliers and business partners give their employees access to a confidential process for reporting potential violations of the principles of this Code of Conduct.

Implementing the Code of Conduct

Staff are trained regularly in the Code of Conduct and the underlying documents, such as the mission statement, procedure instructions and work instructions. The individual companies take care of implementation and also make sure that our employees are not subject to any disadvantage as a result of compliance with regulations or agreements.

In the event of violations of this code of conduct, GRITEC will take appropriate measures to clarify the situation. We will primarily try to explain the meaning of the values to the employee in order to encourage a change in behaviour in the future. However, there is also the possibility of taking labour or disciplinary measures within the framework of the applicable law in the event of violations of this code of conduct.

Our website offers the option of using a contact form to report violations of this code of conduct. Here you can report violations anonymously or with your name.

Customers, suppliers and other stakeholders and interest groups are informed of the requirements of this Code of Conduct and are requested to likewise implement the principles set out herein.

Our management team perform an important function as role models and their actions are benchmarked to a great extent against the Code of Conduct. They are the first port of call with any questions related to understanding the guidelines, and make sure that all employees know and understand the Code of Conduct.

A trusting and positive working relationship between employees and management is demonstrated through honest and open exchange of information and through mutual support.

Each and every one of us employees is personally responsible for ensuring that our behaviour complies with this code of conduct

By signing, you confirm that your company complies with our Code of Conduct and consent to the storage of this confirmation in our data processing system.

(Date, Signatures, and Company Stamp)