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1. Scope and objective

Modell- & Formenbau Blasius Gerg GmbH – hereinafter referred to as "M&F Gerg" – is committed to the principles of responsible and lawful conduct and calls on its suppliers to respect the following principles as well and to pass them on in their own supply chain.

The following guideline represents M&F Gerg's requirement to all suppliers with regard to corporate ethics, environmental protection and resource conservation as well as human rights and social standards. They are based on fundamental principles of economic, environmental and social responsibility that comply with applicable law and are in line with international standards.

We work with a passion for quality and innovation to achieve our sustainability policy and goals in the areas of quality, environment, occupational health and safety, information security, data protection and cybersecurity.

2. Applicable documents

Management Handbook
Certificate DIN EN ISO 9001
Certificate DIN EN ISO 14001
Label TISAX AL3

3. Human rights and working conditions

For M&F Gerg GmbH, social responsibility towards employees is of great importance. This also applies to suppliers and their suppliers. M&F Gerg requires its suppliers to respect social standards and to ensure a commitment to social responsibility throughout their supply chain.

The following principles are of particular importance:

- Respect for human rights
- No harassment, discrimination, equal opportunities and equal treatment
- Prohibition of human trafficking, child labour and forced labour
- Respect for freedom of association and the right to collective bargaining Freedom of assembly
- Remuneration regardless of gender difference in compliance with national laws
- Compliance with the respective country-specific legal provisions on working hours and paid vacation
- Compliance with occupational health and safety requirements based on the ISO 45001 standard

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4. Human rights

We respect and respect internationally recognized human rights as the basis of all business relationships and expect and demand the same from our business partners, suppliers or service providers.

5. Diversity, Equity and Inclusion (DEI) and non-discrimination

At M&F Gerg, we want to live diversity and believe in the advantages of a diverse company. This means that people from different backgrounds and perspectives work together effectively at our company, and all employees contribute to our business success. We strictly reject any kind of discrimination, unequal treatment and other devaluation of employees and contractual partners of our suppliers. The Supplier shall ensure that any form of discrimination, exclusion or preference, neither consciously or unconsciously, is infringing on the basis of

- of ethnic origin
- skin color
- of old age
- of gender
- of marital status
- Pregnancy
- Physical characteristics
- sexual orientation
- of religion
- of political opinion
- of national ancestry
- Belonging to minorities
- of social origin
- Membership in a trade union
- or any other unlawful criterion

which will lead to equal opportunities as well as equal treatment in employment or occupation being impaired. The working environment must be free of harassment. A social environment must be promoted that ensures the respect of each individual and offers equal opportunities to all employees. It is important to us that any kind of discrimination or unequal treatment by our suppliers as well as by their contractual partners is rejected and sanctioned.

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6. Women

We are committed to equal opportunities for women and men and will intensify our efforts to increase the proportion of women in the workforce and in management positions, making maximum use of the potential available in each industry and company. We also demand that our suppliers and business partners commit themselves to these values. In addition, the principle of equal pay for male and female workers for work of equal value is to be applied. The working environment must be free of harassment. A social environment must be promoted that ensures the respect of each individual and offers equal opportunities to all employees.

7. Forced labour, slavery and human trafficking

Economic activity based on debt bondage or serfdom, human trafficking and forced or compulsory labour (including modern forced labour) is not accepted. This includes any type of work or service that is required of a person under penalty of punishment and for which he or she has not volunteered. Therefore, all work by employees must be voluntary. Employees are entitled to terminate the employment relationship at any time according to their own will in a timely manner. This is the standard of our work and we also demand it from our suppliers and business partners.

8. Children's rights

We condemn child labour and respect children's rights. We comply with applicable laws and regulations regarding the minimum age for admission to employment or work. We reject child labor in our supply chain. Suppliers must avoid any kind of child labor in their companies. Employees under the legal minimum age are not employed and may not be employed by our suppliers and business partners.

9. Freedom of association and collective bargaining

We recognise the fundamental right of all our employees to form and join trade unions and employee representatives. M&F Gerg respects the right of employees and employers to form organisations aimed at promoting and protecting the interests of employees or employers, to join them and to freely elect their representatives. In addition, we respect the right of employees and employers to conduct collective bargaining on wage and working conditions. Individual employees may not be disadvantaged on the basis of their membership in workers' organisations. In addition, M&F Gerg respects the right of its employees to make complaints without causing them any disadvantage of any kind. We also demand this from our suppliers and business partners.

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10. Compensation and benefits

The remuneration we pay our employees is at least equivalent to the legally valid minimum wage. In addition, we are guided by industry-specific as well as local remuneration and social benefits that ensure an appropriate standard of living for our employees. We also demand the same from our suppliers and subcontractors. The right to appropriate remuneration is recognised by the supplier, business partner and service provider. Remuneration and other benefits shall at least correspond to the respective national legal standards or to the level of the national economic sectors/sectors and regions. The remuneration and other benefits are intended to enable employees and their families to enjoy a decent standard of living. Compensation must be paid to employees on a regular, timely and full basis in accordance with applicable laws and must be in accordance with applicable national laws on compensation. No distinction may be made in the amount of remuneration on the basis of gender, origin or other criteria that would conflict with equal treatment (see point 5 Diversity, Equity and Inclusion (DEI) and prohibition of discrimination).

11. Working and rest hours

We at M&F Gerg are committed to complying with the legally prescribed working hours of our employees and to sensitizing employees to the possible consequences in the event of violations. In addition, we try to make the working hours for our employees as flexible as possible, if the operational process allows, in order to enable a good work-life balance. We demand that our suppliers and business partners comply with the working time regulations of the applicable national legal regulations. This must be ensured. When organizing working hours and breaks, company and individual interests/concerns must be taken into account. Overtime is only permissible if it is done on a voluntary basis. No more than 12 hours of overtime may be worked per week. All employees have the right to rest breaks on every working day. After six consecutive working days, a day off shall be granted. Public holidays are observed. Employees should be able to find a balance between work and leisure time. For this purpose, employees must receive vacation leave that at least meets the legal requirements.

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12. Health and safety at work

We are committed to complying with all laws and regulations for occupational health and safety and environmental protection. We act responsibly in accordance with our own rules, which often go beyond the legal requirements. Machines and systems are planned, purchased, operated and maintained by us in such a way that possible hazards are excluded, risks are minimized and operational disruptions are avoided. We are guided by the state of the art. The supplier is also responsible for a safe working environment within the framework of national regulations. Necessary precautions must be taken against accidents and the resulting health consequences for workers that may arise in connection with their activities. It supports continuous development to improve the world of work. In particular, the supplier must ensure the following aspects:

- Employees must be regularly instructed about hazards and precautionary measures.
- Personal protective equipment (PPE) must be provided by the employer.
- Work-related hazards must be monitored and controlled, and preventive protective measures must be taken if risks/hazards are identified.

In addition, an internationally recognized occupational safety management system (e.g. according to ISO 45001) should be strived for.

13. Environmental and resource conservation

M&F Gerg is certified according to DIN EN ISO14001. The protection of the environment and the climate as well as the conservation of natural resources are top priorities at M&F Gerg. M&F Gerg strives for circular resource use that reduces the impact on the environment. To this end, more renewable and recycled materials are to be used and cycles closed. We are committed to complying with legal requirements and to constantly reducing resource consumption and emissions, thus reducing our ecological footprint. For our business partners, suppliers and service providers, the avoidance and reduction of their negative effects on the environment and climate should also play an important role. The business partner, supplier or service provider ensures compliance with all environmentally relevant laws and framework conditions and sets itself the goal of keeping all effects on the environment and climate (greenhouse gas emissions) caused by it as low as possible or systematically reducing them. The business partner, supplier or service provider is responsible for treating natural resources sparingly. The use and consumption of resources, including water and energy, must be reduced or avoided.

M&F Gerg and its suppliers strive in particular to:

- Reduction of energy and water consumption
- Control and maintenance of water quality
- Control of water consumption
- Prevention of harmful soil changes
- Reduction of air and noise emissions
- Reduction of greenhouse gases
- Suitable recycling/disposal concepts
- Responsible Chemicals Management
- Use of renewable energies or acceleration of the switch

14. Decarbonization

In order to live up to our great responsibility towards the environment, we are always looking for and finding new ways to reduce CO₂ emissions and further advance climate protection. Although M&F Gerg

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is already the benchmark for many customers in terms of innovative CO₂ reduction, we are continuously setting ourselves new reduction targets. M&F Gerg uses only electricity generated from renewable sources and continues to strive for 100% climate neutrality. In addition to the efficient use of energy sources, our suppliers must also strive for the reduction of greenhouse gases. The suppliers' efforts are to include the CO₂ neutrality of their own production as well as the passing on of the requirements to sub-suppliers.

15. Prohibition of corruption and bribery

We stand for fair competition and free market development and at M&F Gerg we stand for the fact that any kind of corruption must be avoided. Suppliers are required to refrain from any form of fraud or embezzlement, corruption, extortion, bribery or corruption. The Supplier is obliged to comply with all laws and regulations applicable to it. In the event of cases of corruption and bribery attempts or other unjustifiable practices, the supplier is requested to inform M&F Gerg GmbH of this.

16. Conflict of interest

Personal relationships or interests of employees must not influence the business activities of M&F Gerg. Actual conflicts of interest as well as even the appearance of a conflict of interest must therefore be avoided. All employees are required to report actual or possible conflicts of interest in order to avoid possible consequences under labour law or criminal law for themselves and disadvantages for M&F Gerg. Suppliers must inform M&F Gerg of any situation that could lead to a conflict of interest, such as where employees of M&F Gerg enjoy professional, private and/or significant financial benefits or have interests in one of the supplier's companies.

17. Plagiarism

Plagiarism is prosecuted by all means as soon as it is detected. The same applies if we notice plagiarism of products from other manufacturers. They must be informed immediately. Plagiarism of all kinds is harmful to free and fair competition. Suppliers undertake to implement all necessary and appropriate measures in their area of responsibility to ensure that neither Customer Products, nor their machinable components or raw materials, nor the related know-how, fall into the hands of counterfeiters, smugglers, thieves or other unauthorized third parties or leave the legitimate supply chain.

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18. Competition / Antitrust Law

Fair competition, antitrust law and all laws and regulations that promote and protect competition, in particular antitrust laws, must be complied with. Companies must respect fair competition and comply with the prohibition of price fixing with competitors and other measures that hinder the free market. Our suppliers and subcontractors must also take this into account and commit themselves to complying with the applicable competition and antitrust requirements. Anti-competitive agreements and agreements with competitors, suppliers, customers or other third parties are not permitted.

19. Whistleblowing and protection against retaliation

M&F Gerg undertakes not to take any disciplinary or other adverse action in the event of complaints by employees and also to protect the identity and privacy of the person. We also expect our suppliers to protect workers who submit a complaint report within the supplier company from threats, harassment or other adverse measures. In addition, the protection of personal data and the privacy of the reporting and reported persons must be ensured. For whistleblowers, the confidentiality of their identity is expected to be maintained by the supplier company during all phases of the procedure.

20. Data protection and information security

M&F Gerg is certified according to TISAX AL3. The constant development of information technologies raises questions of informational self-determination in many areas, which is why we at M&F Gerg attach great importance to data protection. Together with our data protection officer, we ensure compliance with the requirements of the GDPR and thus enable responsible handling of the personal data of our customers, employees and business partners. Personal data will only be collected, processed or used if this is legally permitted or if the person concerned agrees to it. The principle of economical storage of personal data and the greatest possible transparency of data processing characterise the uniform and appropriate level of data protection at M&F Gerg. When working with suppliers, development partners and other business partners, the protection of confidential information, know-how and trade secrets is essential. Particular caution is also required when exchanging information in electronic networks. Therefore, our employees are regularly trained on the responsible handling of sensitive information. Depending on the sensitivity of the information, further security measures in the form of non-disclosure agreements or audits may also be applied. Suppliers also undertake to use confidential information appropriately and to protect it accordingly. They must ensure that sensitive data and the valid intellectual property rights of their own employees and business partners are secured. The information systems containing confidential information or data of customers and business partners are adequately managed by the supplier and protected against unauthorized access and use, disclosure, alteration or destruction of the data. Suppliers collect personal information only for legitimate business purposes, use it only in a legal, transparent and secure manner, and disclose it only to authorized persons. They protect the information in accordance with security regulations, keep it only for as long as necessary, and oblige third parties with access to personal information to protect it. The requirements of the GDPR must be observed.

21. Disclosure of Information

Factual information and communication are intended to create trust among the public, employees and business partners. Suppliers of M&F Gerg undertake to disclose financial and non-financial information in accordance with applicable regulations and prevailing industry practice.

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22. Financial responsibility

As part of the complex interdependencies that make up the global economy, we at M&F Gerg are aware of our financial responsibility towards our employees, suppliers, customers and the state. Compliance with legal requirements, proper accounting and disclosure regulations are therefore a matter of course for us. Suppliers are committed to building business continuity plans for operations in a way that is conducive to our customers' business.

23. Intellectual property

In addition to our innovations, it is precisely the entirety of our intellectual property and experience that forms the basis for M&F Gerg's corporate success. In order to be able to maintain the reputation and good name of M&F Gerg in the future, our developments and skills must be protected in the best possible way against imitation or theft. In the field of technology and design, we therefore make use of the legal possibilities of innovation protection through industrial property rights.

24. Export controls and economic sanctions

Applicable laws for the import and export of goods and services are strictly observed. Compliance with sanctions lists is a prerequisite here. M&F Gerg's suppliers must ensure compliance with the relevant country-specific laws and regulations. Furthermore, the supplier is required to comply with the applicable import restrictions, export controls and economic sanctions of goods, services and information and to provide customs and other authorities with correct and truthful information where necessary.

25. Grievance mechanism

In the event of violations of the above requirements, complaints or information regarding M&F Gerg GmbH can be sent by e-mail to the following address:

E-mail address: info@gerg.de

26. Final provisions

German law applies.