

## **Code of Conduct for Suppliers of the HEUNISCH Group**

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## A. Introduction

Ethical conduct and sustainability in terms of ecological and social responsibility are crucial components of the HEUNISCH company policy.

HEUNISCH expects its suppliers to implement the principles laid down in this code of conduct within their own business.

The suppliers themselves are responsible for guaranteeing compliance with the principles listed below within their own supply chain.

The suppliers' code of conduct applies to all suppliers globally.

## B. Business ethics

### 1. Compliance with legal regulations

We expect the HEUNISCH suppliers to comply with the relevant legal regulations, respect human rights and in particular safeguard human dignity.

### 2. Prohibition of corruption

HEUNISCH shall not tolerate any form of corruption from its suppliers, such as bribery or the granting or acceptance of unlawful advantages to private individuals or public officials, regardless of whether this occurs directly or via intermediaries. In particular, the arrangement (active bribery, granting of advantages) and acceptance (passive bribery, acceptance of advantages) of benefits which have as their purpose the acquisition of an unlawful advantage.

### 3. Fair competition

HEUNISCH expects for its suppliers to comply with the international and national laws on safeguarding fair competition. This includes the provisions on unfair competition and cartel laws. Arrangements with competitors about prices, terms of sale, volume limitations, division of territory or quotations for public tenders etc. are strictly prohibited.

## 4. Intellectual property

The suppliers shall protect the intellectual property of HEUNISCH such as patents, trademarks, copyright laws, designs, trade secrets, prototypes, models and expertise, and shall respect the intellectual property of third parties.

In particular, the suppliers shall ensure that the products supplied to HEUNISCH do not violate the intellectual property of third parties.

## 5. Product safety

Products and services from HEUNISCH as well as the products purchased from its suppliers shall not endanger humans or the environment and fulfil the agreed and legally prescribed product safety standards. The suppliers undertake to communicate clearly any information about the safe use of these products.

## 6. Avoidance of hazardous substances

Substances which, if released, pose a danger to humans and the environment shall be avoided. The HEUNISCH suppliers shall maintain a hazardous substances management system which ensures safe use and transport, as well as the safe storage, recycling, reuse and disposal. Our suppliers shall demonstrate a responsible management approach which is based on the minimum allocation of resources principle.

## 7. Responsible procurement of raw materials / exclusion of conflict minerals

The suppliers of HEUNISCH promote activities which ensure the responsible procurement of raw materials. The procurement and use of raw materials which were obtained unlawfully or through ethically objectionable or unconscionable measures must be avoided.

The use of raw materials such as **conflict minerals** which are affected by embargoes or other import restrictions must be ruled out. For this reason, the suppliers shall undertake to identify these raw materials in manufactured products in the supply chain and to disclose the origin of the procurement source of the raw materials used by them.

## **8. Management systems**

HEUNISCH expects its suppliers to maintain management systems to ensure compliance with the principles listed in this code of conduct. HEUNISCH shall favour suppliers which implement a quality management system in accordance with ISO 90001, an environmental management system in accordance with ISO14001, a certificate as a specialist disposal firm (Entsorgungsfachbetrieb, EFB) or equivalent systems.

## **9. Subcontractors**

The HEUNISCH suppliers shall undertake to ensure that the rules laid down in this supplier code of conduct are complied with by way of suitable contractual arrangements with subcontractors.

## **C. Compliance with social standards and observation of human rights**

### **1. Prohibition of forced and child labour**

HEUNISCH shall not tolerate forced and child labour either within its own business or within that of its suppliers. The minimum age of admission to employment according to the relevant applicable government regulations must be adhered to by the suppliers. If no national legislation exists, the ILO core labour standards shall apply.

### **2. Prohibition of any form of discrimination**

HEUNISCH does not tolerate discrimination and expects its suppliers to prohibit any form of discrimination within their organisation, such as discrimination based on gender, marital status, race, skin colour, ethnicity, religion, sexual orientation, disability, political ideology or other personal characteristics.

### **3. Prohibition of disciplinary sanctions**

HEUNISCH expects its suppliers to refrain from exercising any form of physical or psychological punishment on employees. This applies in particular if employees report in good faith practices which violate national, international or internal provisions.

## **4. Health and safety at the workplace**

The top priority of HEUNISCH is maintaining an accident-free workplace. Suppliers are expected to comply with the safety at work regulations applicable at their sites. Each supplier must introduce guidelines and procedures for health and safety at the workplace and make these known among the workforce so that accidents and occupational illnesses can be avoided.

## **5. Living wages**

HEUNISCH expects its suppliers to be conscious of their social responsibility to their employees and for their remuneration and working hours to be fair and appropriate. The supplier shall grant the social benefits due to their employees as laid down by law or employment contract.

## **6. Working hours**

HEUNISCH expects its suppliers to ensure that their employees are able to maintain a work-life balance and for the suppliers to comply with the relevant applicable national legislation regarding working hours. The employees are entitled to regulated annual leave.

## **7. Freedom of association**

HEUNISCH expects its suppliers to maintain open and constructive communication with their employees and employee representatives. The employees have the right to collective negotiations and to organise themselves in the form of trade unions. If, for political reasons, no trade unions are permitted in a country, the supplier must allow independent associations in another form.

The suppliers must not discriminate against employees who participate as employee representatives.

## **D. Compliance with environmental standards**

### **1. Environmental legislation**

HEUNISCH expects its suppliers to comply with the relevant applicable national environmental legislation.

## **2. Avoidance and reduction of environmental pollution**

HEUNISCH expects its suppliers to use their required resources, particularly materials, energy and natural resources, effectively and minimise the effects on the environment. This also applies to logistics/transport costs.

In this context, the ongoing reduction of greenhouse gases is an essential component. They must reduce emissions from their production process, monitor harmful emissions and protect against their release into the environment as much as possible. The air quality in their surroundings must not be negatively affected by their activities.

Waste shall be reduced as much as possible or recycled. The HEUNISCH suppliers shall use or develop processes which regulate the environmentally-friendly consumption of water. Any significant worsening of the water quality at the end of its use must be avoided.

## **3. Environmentally-friendly products**

In the development of products and services, the HEUNISCH suppliers shall ensure that their use is sparing in terms of the consumption of energy and natural resources. To the extent possible, the product should be suitable for reuse, recycling or harmless disposal.

The products supplied to HEUNISCH shall contain no substances of high concern which are covered by the REACH Regulation. If applicable, the affected constituent substances must be reported to HEUNISCH beforehand. Materials or purchased parts which do not meet the RoHS provisions must be substituted by the suppliers in consultation with HEUNISCH. If necessary, the supplier must issue an EU declaration of conformity regarding compliance with the RoHS Directive.

## **YOU are part of this supply chain – WE count on your commitment!**

It is important to us to ensure the principles of sustainable development in our supply chain. You can acknowledge the above principles or demonstrate your commitment to these principles by complying with your own code of conduct or through your own company policy that includes these standards.

Gießerei HEUNISCH GmbH reserves the right to carry out audits or assessments to ensure that you are complying with the laws, rules and standards and will take suitable measures concerning the business relationship if there is cause for concern. Further, Gießerei HEUNISCH GmbH reserves the right to discontinue any relationship if the international principles are violated, no measures are taken to eliminate such violations or systematic violations are recognisable.

It is hereby confirmed that the code of conduct of the HEUNISCH Group is acknowledged by the supplier.

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**Place, date**

**signature supplier / company seal**

Please return the signed code of conduct to us.  
To: Gießerei Heunisch GmbH, Abt. Einkauf,  
Hofmannstraße 25a, 91438 Bad Windsheim