FB_U.01.B.06	Minimum Requirements for Gebr. Binder GmbH Suppliers	Gebr. BINDER GmbH METALLWARENFABRIK
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General

Gebr. Binder GmbH has recognised that its business activities have an impact on social and environmental issues. The Gebr. Binder GmbH Supplier Responsibility Code defines the standards upon which it bases its suppliers' ethical conduct. We want to thereby ensure mutual respect, honesty and fairness in dealing with business partners. This Supplier Responsibility Code applies to all business activities at all supplier locations. It takes into consideration employees' diverse cultures and values and is an acknowledgement of the company's social responsibility.

The Supplier Responsibility Code is binding on all Gebr. Binder GmbH suppliers

1. Ethical principles

Ethical principles shall constitute part of the Supplier's business approach. These contain rules for professional behaviour and conduct beyond statutory/official regulations and standards of everyday business life.
Working hours shall comply with national legislation and the industry standard, depending on where the greater protection is provided. The regular maximum working hours shall comply with statutory provisions. Wages and allowances paid for a regular working week shall be at least in line with national legal requirements. Wages and other allowances shall be clearly defined and paid or made regularly.
Employees shall have the right to form and join labour organisations and the right to conduct collective actions in accordance with the respective national laws and regulations.

1.1. Employees

The Supplier's employees shall comply with the applicable law. Their conduct shall be guided by honesty and probity and they shall use their judgement wisely. Every employee should also represent the company and significantly influences the company's reputation through their appearance, behaviour and actions. They shall consequently observe and respect the cultural particularities of a respective employee and orient themselves to them in all matters of their operational task.

Diversity and inclusion

It is expected that equal treatment of all employees is an essential principle of the suppliers' corporate policy. Discriminatory conduct typically relates – consciously or unconsciously – to personal characteristics such as race, national origin, gender, age, physical characteristics, social origin, disability, trade union membership, religion, marital status, pregnancy, sexual orientation, gender identity and expression or any other unlawful criterion. Suppliers are expected to ensure that their employees are not harassed in any way. Gebr. Binder GmbH encourages suppliers to create an inclusive and supportive work environment and to consider diversity when selecting their employees or subcontractors.

Use of private and public security force

The role of public or private security forces must be to ensure that the security of personnel, facilities, equipment and property is in accordance with the rule of law. No public or private security forces exercising power over employees may be supported directly or indirectly.
In no event may an employee be unlawfully deprived of land, forest, water or other objects that restrict the employee's fundamental rights. Similarly, the Supplier must distance itself from forced evictions.

1.2. Executive management

Every supervisor shall set an example for others. Every manager should perform organisational and supervisory duties. In fulfilment of this duty, all executives or employees
entrusted with personnel management tasks have the special responsibility to ensure compliance with the Gebr. Binder GmbH Supplier Responsibility Code.

1.3. Business partners

The supplier shall conduct its business on the national / international markets according to the highest
ethical principles and shall comply with the laws of competition law applicable there. This includes in particular the compliance with antitrust prohibitions, such as the prohibition of price fixing, as well as the abstention from other agreements and conduct that could negatively affect competition. With the conviction that the interests of business partners are best protected by fair competition, the Supplier shall not obtain unfair advantages over customers, suppliers or competitors.
The Supplier shall also comply with the international agreements and national laws and regulations for the control of international trade and financial transactions, such as the laws and regulations on import and export controls.
The Supplier shall properly document its key business processes and shall record relevant financial information to faithfully reflect business operations with complete reports.

1.4. Radical groups/Religions

Gebr. Binder GmbH suppliers shall clearly distance themselves from radical groups and radical religions. Gebr. Binder GmbH expects its suppliers to act appropriately with regard to such matters.

2. Environment

The Supplier shall place high priority on environmental protection and careful use of natural resources. Through appropriate management accountability on the management's part and employee involvement, the Supplier shall conduct its business in an environmentally responsible manner and shall work continuously to improve eco- and energy efficiency. The Supplier's executive management and employees shall ensure compliance with the law and its own high standards. Environmentally-friendly design, technical safety and health protection shall be fixed targets throughout the entire product development process. Every employee shall contribute to the attainment of these goals through their conduct. The goal should be decarbonisation.

2.1. Emissions / Noise emissions

Relevant laws and regulations regarding greenhouse gas emissions and noise emissions that are applicable to the Supplier shall be fully complied with. In this way, it shall ensure the protection of people, animals and plants, soil, water, the atmosphere and cultural and other material goods against harmful environmental impacts as well as the prevention of the occurrence of harmful environmental impacts. Air pollution is to be avoided. The Supplier must publish a report on its greenhouse gas emissions on its homepage or make it available on request.
The Supplier must monitor its industrial noise volume to avoid noise pollution.

2.2. Water

The Supplier undertakes to use water responsibly.
Waste water generated at the Supplier's business locations shall be transferred to approved external water treatment plants, and this shall be approved by the respective local authority. Waste water disposal shall not entail any detriment to the general public.

2.3. Resources

The Supplier shall follow the fundamental concept of the careful and conscious use of resources and shall constantly confirm it by means of target definitions, thus making it an inherent part of its operations. Energy consumption should be kept as low as possible and, where possible, should be from renewable energies.

2.4. Continuous improvement

Environmental aspects defined by the Supplier and regularly adapted to local and regional conditions shall be subject to continuous evaluation by internal and external parties. Practical plans to reduce environmental impacts shall be documented and reviewed periodically. The plans shall contain measurable goals, responsibilities, concrete measures and time frames.

2.5. Statutory compliance

By maintaining an operational list of legal provisions concerning environmental issues, the Supplier can ensure long-term compliance with applicable environmental laws and regulations.
Officially required measures shall be documented and implemented within the specified time frame.

2.6. Hazardous substances

The Supplier shall store, handle and transport the hazardous substances it uses in such a way that there is no risk of emissions to the air, soil or water or any risk of explosion and employee health is protected. Relevant safety instructions shall be placed in storage areas and at the affected work locations.

2.7. Waste disposal

The Supplier shall constantly endeavour to avoid or reduce waste within the meaning of the German Circular Economy Act. Waste disposal shall be handled by commissioning external, officially approved service providers. At regular intervals, the Supplier shall carry out checks on these service providers and shall monitor their compliance. Priority should be given to the reuse or recycling of waste.

2.8. Soil quality

The supplier must monitor and audit its impact on soil quality to prevent soil erosion, nutrient depletion, soil subsidence and contamination.

3. Emergency planning and health protection

Active emergency planning and the associated fire protection shall be fundamentally anchored within the Supplier's organisation and shall be a component of the company's internal topics.
The Supplier shall provide a safe, healthy and hygienic working environment, taking into account the applicable legal provisions. Appropriate measures shall be taken to prevent accidents and injury arising out of or in connection with the work.

3.1. Emergency planning

Operational emergency plans have been drawn up and implemented. The Supplier’s contingency plans shall be based on identified risks and shall put in place routines to respond to these situations. The Supplier’s emergency planning shall take into account potential risks and emergency scenarios (including fire, environmental risks, chemical accidents, terror, etc.), evacuation routines and defined responsibilities during an emergency.

3.2. Fire safety equipment

Appropriate fire safety equipment to fight fires shall be available within the Supplier’s organisation. Firefighting equipment shall be easily accessible, visible from a distance, maintained and not locked. The equipment shall be inspected internally or by an approved service provider in accordance with applicable regulatory and legal requirements.

3.3. Escape routes and emergency exits

All the Supplier’s emergency exits and escape routes shall be marked with illuminated or self-illuminating escape route signs and shall be visible from the main traffic routes.
In line with local legislation, emergency exit doors shall always open to the outside. This ensures the safe evacuation of all employees in emergencies.

3.4. Evacuation alarm and evacuation drill

The Supplier's evacuation alarm system, which functions independently and continuously, shall notify all employees of emergencies in order to initiate evacuations. The Supplier shall conduct evacuation drills at regular intervals in order to achieve continuous improvement.

4. Occupational health and safety

The Supplier shall take employee occupational health and safety very seriously. All international and site-specific health and safety regulations as well as the respective national laws on working hours shall consequently be observed on the basis of the respective national legislation.

4.1. Alcohol and drug-free workplace

In order to fulfil the responsibility to employees and business partners for a healthy and productive working environment, the use of legally prohibited substances shall be prohibited within the Supplier's organisation. The same applies to drugs (legally prohibited substances) and alcohol. In addition, employees in the workplace must not be under the influence of these substances.

4.2. Health and safety training

The Supplier's employees shall be given the necessary safety training in an appropriate manner before commencing work on machinery, equipment and potentially dangerous work. The training shall be repeated according to legal requirements, or in the event of changes in the workplace. Workplace instructions shall contain all relevant safety information for the normal daily/working routine.

4.3. Workplace risk analysis

The Supplier shall conduct risk analyses at workplaces at regular intervals. The use of competent internal or external personnel shall reduce risk exposure to a minimum.

4.4. Machinery and other equipment

The Supplier's machinery and other equipment shall be operated safely and shall be fitted with the necessary safety devices to prevent accidents. Machines and equipment such as forklift trucks, lifts, automatic gates/doors, cranes/lifts are inspected at regular intervals by certified technical inspection organisations in accordance with legal requirements.

4.5. Safety information

The safety information and warning notices displayed within the company shall be clearly visible in the danger areas. The safety information shall describe the risk/hazard and how the worker must deal with it in a way that the worker can understand.

4.6. Working conditions and ergonomics

Good working conditions and ergonomics are another integral part of the Supplier's principles. Monitoring of the working conditions and ergonomic circumstances includes noise, temperature, lighting, air quality and the employee's posture, among others. Monitoring shall be ensured by means of permanently implemented internal and external audits.

5. Child labour and underage workers

Commercial employment of children shall be generally prohibited within the Supplier's organisation under the Young Persons Employment Protection Act. This also applies to young people who are still subject to compulsory full-time schooling. A child within the meaning of the Act is anyone who has not yet reached the age of 15. A young person is someone who has reached the age of 15 but is not yet 18 years old. Statutory and regulatory requirements of the United Nations regarding child labour and employment of underage workers shall be guaranteed and implemented by the supplier regardless of regional or cultural conditions. Violations of these can lead to an extraordinary termination of the agreement, regardless of which legal or official regulation is prevailing at the Supplier's respective location. This requirement is binding for the Supplier and its subcontractors.

5.1. Prevention of child labour

No child labour of any kind within the Supplier's organisation or that of its subcontractors is permitted or tolerated. National and international regulations and laws are strictly observed and monitored by competent internal or external parties.

5.2. Protection of underage workers

Young workers shall be employed for no more than eight hours a day and no more than 40 hours a week within the Supplier's organisation. Basic requirements of the Federal Ministry of Labour and Social Affairs shall be fully and demonstrably complied with by the supplier at all locations.

5.3. Modern Slavery

The Supplier shall refrain from all forms of forced or compulsory labour. Participation in human trafficking, use of force, use of involuntary or slave labour is prohibited.

6. Responsible procurement of raw materials

The ethical business practices that we prescribe to our employees in our own code of conduct apply equally to our actions as a company. One important principle is the respect for human rights in the procurement of our raw materials. For this reason, we do not buy or use raw materials if their extraction in known regions fuels conflicts and thus violates these rights.

Our Supplier undertakes to source its raw materials exclusively from verified and conflict-free smelters and refineries for the procurement of tin, tungsten, tantalum and gold.

This shall be confirmed through the annual unsolicited transmission of the **Conflict Minerals** Reporting Template (CRMT).

7. Discrimination

The Supplier shall respect human rights and promote their observance on an ongoing basis and across all sites. The Supplier acknowledges that human rights based on accepted international laws and procedures, including the United Nations Declaration of Human Rights, are considered fundamental and universal within the company. Differences between employees shall therefore be appreciated and respected. Discrimination, recruitment, harassment or intimidation of any kind based on race, gender, colour, religion, nationality, age, marital status, sexual orientation, ancestry, social status or physical disability is prohibited because it contradicts the goal of respectful and fair treatment of all employees. In particular, any kind of mental and physical violence shall be condemned
in the strongest possible terms. The Supplier's employees are therefore not permitted to use the Supplier's electronic systems to transmit or receive images or text that constitute harassment within the meaning of the above-mentioned characteristics. If the Supplier's employees believe that they have been subjected to discrimination or harassment or observe or become aware of such behaviour, they are required to report this to their supervisor and a representative of the Human Resources Department. The Supplier shall investigate all indications of harassment or discrimination and take appropriate action within the framework of international legal provisions. All reports shall be treated anonymously to protect the whistle-blower from threats, harassment or other adverse measures.

8. Anti-corruption

The Supplier is committed to conducting its business honestly, fairly, in a corruption or bribery-free manner, and responsibly. The Supplier is aware that acts of bribery or corruption have a negative impact on the company's image, products and sustainability. Therefore, any violation of these principles will be deemed a serious matter and will result in the most severe disciplinary action permitted under the respective country's applicable rules and regulations. This policy shall be governed by local laws if the Supplier's policies conflict therewith.

8.1. Solicitation and acceptance of advantages

All the Supplier's decisions shall be made free of personal interests on the basis of the company's objectives. Corporate decisions serve exclusively to increase customer benefit and achieve sustainable corporate success. In order to maintain their independence, employees may not solicit gifts, other gratuities, personal services or favours from business partners. The Supplier's employees are prohibited from accepting advantages from business partners that impair an objective and fair decision. In the event of rejection, the respective business partner shall be informed of Gebr. Binder GmbH's supplier responsibility. The Supplier's management shall be informed in the event

of exceptions in justified individual cases (e.g. if in an international context the rejection of a gift would be considered impolite and the acceptance would not result in a conflict of interest).

8.2. Offer and grant of advantages to business partners and officials

No employee of the supplier may offer, promise or grant, directly or indirectly, unjustified advantages to public officials or business partners, or authorise such advantages. Any offer, promise, advantage or gift shall comply with applicable laws. Offers, promises, advantages and gifts may not be made or given if they can be understood as an attempt to bribe a business partner or official in order to gain business advantages for the Supplier.

9. Data protection

The Supplier shall treat all personal information about employees, customers, business partners and subcontractors carefully, confidentially and in compliance with all applicable data protection laws. This protection of information is extremely important to maintain mutual trust. Information shall only be provided to investigating authorities by the heads of the responsible central functions as well as the persons responsible for the specialist functions at the Supplier's respective location if there is a legal obligation to do so.

9.1. Handling of information and other assets

The Supplier undertakes to handle Gebr. Binder GmbH company property responsibly, to treat it carefully and to protect it against loss, damage, misuse, theft, embezzlement or destruction. This provision also applies to intellectual property such as trademarks, patents, copyrights and know-how. This includes business and corporate plans, technical knowledge, databases, product samples, drafts, business papers and reports. Employees of the Supplier who have access to strictly confidential information concerning Gebr. Binder GmbH or a company that has a business relationship with Gebr. Binder GmbH shall exercise special care within the context of their confidentiality obligation when handling business documents and information. This concerns the handling of plans and reports as well as the handling of information about new products or processes, mergers, acquisitions or divestitures, negotiations, contracts, business relationships, litigation, business development or key financial figures.

9.2. Protection of information

The Supplier shall protect confidential company information of Gebr. Binder GmbH, which is only intended for a limited circle of persons, against access by unauthorised persons. Every employee of the Supplier is obliged to point out safety deficiencies to their superior.

The Supplier shall ensure that the intellectual property is protected against access by unauthorised employees and third parties. It must be ensured that no plagiarism is used by any business partner.

9.3. Financial responsibility

The Supplier agrees to account for all business transactions in its books in accordance with established procedures and auditing standards and generally accepted accounting principles. These records shall contain the necessary information about the respective transactions.

Severability clause

Where any provision of this agreement proves wholly or partially invalid or contains a gap, this shall not affect the validity of the remaining provisions. Invalid provisions or gaps shall be respectively replaced or filled by an appropriate provision which, as far as legally possible, comes as close as possible to what the parties intended or would have intended according to the sense and purpose of this agreement had they considered this point when concluding it.

Supplier:

FB_U.01.B.06	**Minimum Requirements for Gebr. Binder GmbH Suppliers**	Gebr. BINDER GmbH METALLWARENFABRIK
Index G	Supplier Responsibility Code	

Name: .....

Address: .....

Place, Date_____ Signature / Company stamp _____

Index	Reason for change	Date
A	Initial version	05/04/2018
B	Greenhouse gases, energy and water consumption amendment	07/02/2019
C	Responsible procurement of raw materials amendment	14/01/2020
D	Amendment: Plagiarism, identity preservation, international trade	18/08/2020
E	Amendment: Wages, Freedom of Association, Health, Air Pollution, Modern Slavery	22/01/2021
F	Amendment Inclusion, Finance. Responsibility, soil quality, noise emission, decarbonisation, recruitment, land, water rights, forced eviction, recycling	29/12/2022
G	Reporting of greenhouse gas emissions	04/01/2023

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