

# **Supplier Code of Conduct**

Dok. Nr.	QWF 412	
Rev. (Datum)	00 (Jän. 2024)	
Seite	1 von 3	

The Knill Gruppe is committed to a fair and transparent relationship with its business partners, including compliance with all applicable laws and regulations, social responsibility towards employees and the sustainable use of resources. Our Supplier Code of Conduct highlights important standards that are consistent with our principles and Code of Conduct and which we expect each business partner to observe.

## **Environmental Responsibility:**

#### • Environmental regulations and standards:

Our business partners must comply with all relevant environmental laws and regulations to ensure the protection of our planet's resources.

### Climate change mitigation:

Our business partners shall develop and implement plans and targets to reduce their carbon footprint across all of their production network, supply chain, products, components and services.

### • Reduction of environmental risks:

Our business partners shall make every effort to minimize risks to people and the environment and to improve environmental protection within their own sphere of influence on an ongoing basis.

### • Efficient use of resources:

Our business partners shall commit to the responsible use of resources, in particular energy, water and raw materials.

## • Handling of hazardous substances and materials:

The use of hazardous materials can have a detrimental impact on the environment, so we require our business partners to minimize their use and handle these materials safely and responsibly. Business partners shall ensure the safe and compliant handling, storage, transportation, disposal, recycling, reuse and management of waste, air emissions and wastewater discharges.

#### • Product safety:

Our business partners must ensure that their products are safe for their intended use and comply with all applicable regulations and standards.

## Social Responsibility

#### Human rights:

Our business partners must respect human rights and avoid any form of discrimination, harassment or abuse of employees or workers. Workers must be treated with respect and dignity.





# **Supplier Code of Conduct**

Dok. Nr.	QWF 412
Rev. (Datum)	00 (Jän. 2024)
Seite	<b>2</b> von <b>3</b>

#### Child labour/forced labour:

Any form of forced labour and child labour are strictly prohibited. Our business partners shall employ only workers who meet the applicable minimum legal age requirement for their location.

#### Compensation and working hours:

Our business partners shall provide fair and equitable compensation to their employees. Our business partners must comply with all relevant labour laws and regulations, including minimum wage, overtime, and working hours, to ensure fair treatment of workers.

#### Health and safety:

Our business partners shall provide a safe and healthy workplace environment and shall take effective steps to prevent potential health and safety incidents. Working places shall be ergonomic and safe to prevent injuries and ensure the well-being of workers.

### • Discrimination:

Any form of discrimination on the grounds of race, colour, sex, religion, political opinion, nationality, social origin, age, disability, health status, trade union membership and sexual orientation will not be tolerated.

### **Business ethics**

#### Compliance with laws:

Our business partners must comply with all relevant laws and regulations, including those related to labour, health, safety, the environment, and intellectual property. Business partners shall comply with all applicable data protection laws in collecting, processing, storing or handling personal data of any individuals, including, without limitation, their own employees and employees of their customers, suppliers and business partners.

### Fair competition:

Our business partners must comply with fair competition and antitrust laws to ensure a level playing field.

#### Anti-corruption & fraud:

Illegal or unethical activities, such as corruption and bribery as well as direct or indirect money laundering and terrorism financing are strictly prohibited.

#### • International trade controls:

Our business partners must comply with trade regulations, export control laws and trade sanctions to ensure the protection of our stakeholders.





## **Supplier Code of Conduct**

Dok. Nr.	QWF 412	
Rev. (Datum)	00 (Jän. 2024)	
Seite	<b>3</b> von <b>3</b>	

#### Protection of intellectual property:

Our business partners must respect the intellectual property rights of others to protect our own or our customers' intellectual property rights, trade secrets and personal data.

#### Conflicts of interest:

We require our business partners to avoid conflicts of interest. Our employees are expected to act in the best interest of Knill Gruppe. Private interests and personal consideration shall not affect any business decision. Business partners may not influence or attempt to influence employees of Knill Gruppe by providing them with gifts, gratuities or personal benefits that are beyond a modest and/or reasonable dimension and which cannot clearly be considered a culturally acceptable display of business manners or hospitality.

#### • Noncompliance reporting:

All business partners and their respective employees as well as stakeholders and rights-holders in general are encouraged to report violations of this Supplier Code of Conduct to compliance@knillgruppe.com

## General aspects:

By adhering to this Code of Conduct, our business partners demonstrate their commitment to sustainability, social responsibility, and ethical business practices. We expect our business partners to take the necessary steps to ensure they are in compliance with this Code of Conduct and to communicate this commitment to their employees, subcontractors and other stakeholders.

We believe that by working together, we can create a positive impact and achieve long-term success. However, we reserve the right to assess business partners' compliance with this Code of Conduct. This may include conducting self-reports and on-site supplier audits. If a business partner is found to be in violation of these requirements, we may request adequate corrective measures and take appropriate actions, including termination of our partnership.

I/We/The undersigned authorized representative/s hereby certify that the company mentioned below accepts and complies with this Supplier Code of Conduct.

Full Company Name:	
Name:	Position:
Name:	Position:
Date and Place:	Signature:

