



Code of Conduct of Schulz & Sohn GmbH Chemie-Erzeugnisse

1. Compliance with laws

International regulations and laws are to be observed, as well as the law applicable in the respective countries where the business activity takes place, the minimum industrial standards, the ILO and UN conventions, as well as all other relevant legal provisions. The regulations that impose the most stringent requirements are to be applied in each case.

2. Discrimination

Any form of discrimination in employment or employment relationships is prohibited. Equal opportunity and equal treatment are to be guaranteed irrespective of race, skin colour, sex, age, physical or mental handicap, sexual orientation, family responsibilities, religion, caste, nationality, ethnic or national origin, social background, membership of employees' organisations, including trade unions or other personal characteristics.

3. Forced labour and disciplinary measures

Forced labour is forbidden. This means that all working conditions in which the work is performed through violence or threats, such as slavery, debt bondage, bonded labour, are prohibited.

Neither the company nor an entity that provides labour to the company may withhold a part of the salary, social benefits, property or documents of an employee in order to compel him to continue working for the company.

Employees are entitled to leave their workplace at the end of a normal working day. They are free to terminate their employment relationship by giving the employer an appropriate period of notice.

The company must treat its employees with dignity and respect. The application of physical penalties, sexual harassment and physical coercion is prohibited. Disciplinary measures must be implemented within the context of national and international law as well as internationally recognised human rights.

4. Child labour

Child labour will not be tolerated. The minimum age of employment must not be less than the age at which compulsory schooling ends, and must under no circumstances be under the age of 15 or 14 years, if national law in accordance with ILO Convention 138 permits. The national regulations on the protection of children and young employees are to be observed.



5. Freedom of association and right to collective bargaining

Employees are entitled to establish a union of their choice with the aim of promoting and protecting the interests of employees or to join such a union. The right to collective bargaining is to be accepted. If the right to freedom of association and collective bargaining is restricted by national law, employees are at least to be allowed to organise themselves independently and freely for the purpose of conducting negotiations. Disciplinary measures against employees who make peaceful and lawful use of their right of association are not permitted.

6. Working hours and contracts of employment

The relevant national laws and industrial standards shall apply to working hours. The weekly working hours may not exceed the number of hours prescribed by the legislator. Employees may not be required to work regularly more than 48 hours and, including overtime, for more than 60 hours. This additional work must be voluntary and must be remunerated separately according to national law. Each employee is entitled to at least one free day after six consecutive working days.

The business partners are to give their employees written contracts of employment within the framework of the respective national law. In the case of temporary employees, the business partners are to ensure that the contact partners fulfil the above-mentioned requirements.

7. Remuneration

The wages paid must at minimum fulfil the legal or industrial minimum standards and the employees' work must be paid for regularly and in full. The employees must receive all the payments required under national law (e. g. insurance contributions, supplementary or bonus payments for overtime, paid holiday).

Deductions from salary as a punitive measure are prohibited. The payment of the salary must be made in a form that is practical for the employee or using a customary local method. The employee is to be informed in a manner which is comprehensible to him as regards the composition of his remuneration.

8. Health and safety at work

It is to be guaranteed that the workplace does not endanger the health and safety of employees. Clear rules and procedures for health and safety at work are to be set up and installed in order to prevent accidents and health damage during work. Employees are to be informed and trained on a regular basis regarding these rules and procedures, including industrial safety practices and procedures, as well as legally required standards for health protection. A hygienic working environment must be guaranteed. This also applies to social facilities and employee accommodation.



9. Environmental protection

All national environmental protection laws and regulations must be complied with. In addition, environmental impacts are to be avoided or reduced, and environmental protection is to be continuously improved. The applicable procedures and standards are to be applied, particularly regarding the handling of waste, hazardous chemicals and other substances, as well as emissions and water protection.

10. Corruption and competition

The basis of any business relationship is ethical conduct and compliance with the respective national and international laws and standards. Corruption, bribery or disloyalty in any form, are prohibited. Both management as well as employees must conduct themselves in such a way that no personal dependencies or obligations arise. This must be ensured by appropriate company-wide monitoring systems. It is a duty to inform the management if possible conflicts of interest arise.

Schulz & Sohn GmbH Chemie-Erzeugnisse will not speak with competitors about prices.

11. Implementation and compliance with the Code of Conduct

Implementation and compliance with the principles defined in this Code of Conduct are to be guaranteed by appropriate and verifiable measures. Compliance with the basic principles set out herein and the improvement measures instituted to safeguard them must be regularly reviewed and documented by the management. Employees are to be informed as regards the required standards in an intelligible form, so that they are aware of their rights arising from the Code of Conduct. Suppliers are to be informed as regards the content of this Code of Conduct, and the requirements and standards listed herein are to be imposed upon them.

12. Review of social standards

At the request of Schulz & Sohn GmbH, the appropriately informed business partners agree to social audits carried out in their own company or in the relevant production sites of subcontractors. These social audits are to be carried out by Schulz & Sohn GmbH itself or by third parties authorised by Schulz & Sohn GmbH. Compliance with the principles set out in this document and the standard of their implementation is to be documented in order to jointly define possible measures for improvements.

If the Code of Conduct is not adhered to, the business partner will be obliged to institute corresponding remedial measures. Sufficient time and, if necessary, support shall be given for this by Schulz & Sohn GmbH.

Violations of this Code are to be notified to
compliance@schulzchemie.com.



Supplier's Declaration of Conformity

We hereby confirm:

1. We have received the Code of Conduct of Schulz & Sohn GmbH and hereby undertake, in addition to our obligations under the supply contracts with Schulz & Sohn GmbH, to comply with the principles and requirements of this Code of Conduct.
2. At the request of Schulz & Sohn GmbH, we will respond within a reasonable time to a written self-assessment in the form required by Schulz & Sohn GmbH.
3. We undertake to pass on the contents of this Code of Conduct to our suppliers and to ensure compliance with the principles and requirements of the Code of Conduct.
4. We also undertake to impose this Code of Conduct on all our subsidiary companies in Germany and abroad.
5. This declaration is part of the supply contracts with Schulz & Sohn GmbH and is subject to the substantive law agreed upon therein.

Place and date

Name in block capitals / position

Signature

Company name / company stamp

