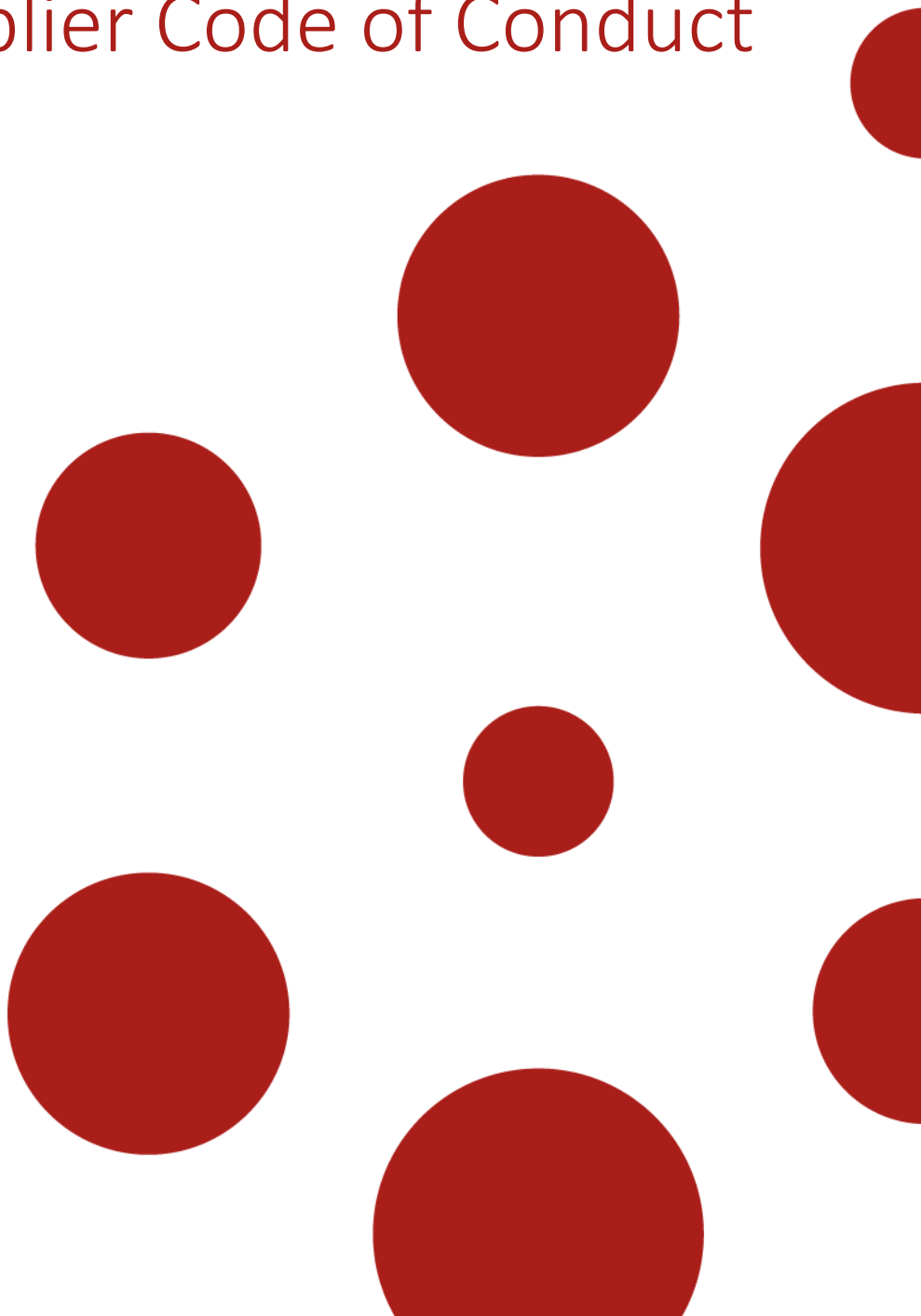


# RMIG Supplier Code of Conduct



## **Introduction**

The RMIG Group (RMIG) is a world-leading group in the field of perforation and associated services. RMIG has the fastest supply of standard and simple tailor-made products through the most user-friendly, automated and advanced e-shop, and RMIG has the widest and, in selected areas, most extensive product range within premium perforated metal solutions being supplied worldwide. RMIG wants to continue to expand this position. Our business mission is to be an innovative and sustainable supplier of perforated products.

RMIG wishes to succeed by fair competition as well as by ethically correct behaviour and lawful conduct. A solid business collaboration for the benefit of all can only exist on the basis of fair competition and strict compliance with the legal system. At RMIG, all interaction and cooperation between colleagues as well as towards our external partners are characterised by trust, reliability and honesty. In order to keep winning the trust and confidence of our customers, employees and the public, it is essential to respect justice and law and comply with our internal regulations.

As RMIG is aware of our responsibilities towards our customers, employees, suppliers and other stakeholders, RMIG defines ethical, social and legal guidelines and principles for a successful business collaboration by this Supplier Code of Conduct. Thus, this Supplier Code of Conduct defines the general principles and requirements for suppliers and business partners working with RMIG.

Social and ecological aspects such as human rights, working conditions, prevention of corruption and environmental protection are particularly important to us. Our focus is on our overall ESG impact, where we strive to improve our performance in selected areas within Environment, Social and Governance.

RMIG expects all suppliers to comply with current laws and this Supplier Code of Conduct, thus sharing our ethical principles, as defined in the following paragraphs.

## **1 Compliance with laws**

Suppliers are obliged to comply with all laws applicable to their company.

## **2 Human rights and workers' rights**

### **2.1 Interaction, respect and trust**

RMIG respects the personal dignity, privacy and personal rights of all individuals. In accordance with our corporate values, RMIG is committed to showing respect, honesty and trust towards our employees and external partners. Interacting with one another, RMIG values fair, friendly and constructive behaviour. Hence harassment and sexism are not compatible with supplying RMIG.

### **2.2 Equality and non-discrimination**

RMIG believes in a culture of equal opportunity and the same appreciation applies to all employees. Concerning all employment decisions, employees are strictly and solely treated according to their abilities and qualifications. RMIG does not tolerate discrimination with regard to ethnic origin, culture, sex, religion, ideology, disability, age or sexual identity under any circumstances.

### **2.3 Child labour**

Any form of child labour is strictly prohibited. If local laws do not define a higher age limit, no children still subject to compulsory education or under the age of fifteen shall be employed.

### **2.4 Work safety**

The Supplier is obligated to ensure a safe and attractive working environment and to be responsible for taking preventive measures concerning occupational health and safety. Current occupational health and safety requirements are to be met. A working environment promoting health is to be created, while accidents and occupational diseases are to be avoided.

### **2.5 Remuneration and working hours**

Adequate remuneration as well as statutory minimum wages are ensured and the respective existing national legislation concerning working hours is observed.

### **2.6 Freedom of association, incl. collective bargaining**

RMIG expects the Supplier to support freedom of association and the right to collective bargaining and guarantee the effective exercise of trade union rights in the workplace and that the employees are free to join organisations of their choice which are consistent with local organising laws.

### **2.7 Forced labour**

RMIG expects the Supplier to prohibit and prevent all forms of forced labour and ensure that no one is employed against their wishes.

## **3 Business integrity**

### **3.1 Bribery and corruption**

Free and fair competition is the foundation of economic activities. Corruption, disloyalty and betrayal distort this competition. In particular, RMIG expects the Supplier to refrain from offering, promising or permitting any benefits to RMIG employees or third parties affiliated with them, with the objective of receiving an order or any other kind of preferential treatment within the company. Contributions of any kind made by employees of the Supplier to any officials or employees of other companies, aiming to gain orders or other unfair advantages for the Supplier or other persons including oneself, are thus not acceptable.

### **3.2 Conflicts of interest**

Personal interests must not unduly influence the Supplier's professional judgment. RMIG expects the Supplier to avoid situations in which personal interests conflict with those of RMIG.

### **3.3 Counterfeit parts**

RMIG does not accept counterfeit parts or materials of any kind.

### **3.4 Presents and invitations**

Our business relationships are based on honesty and are not to be distorted or influenced by means of bribery or other measures. Invitations, presents or hospitality offered to RMIG employees will only be accepted if they are rightful and legitimate. By implication, our employees will under no circumstances request any undue benefits.

### **3.5 Identification of concerns (whistleblowing and protection against retaliation)**

The Supplier is obligated to notify RMIG immediately upon learning of any known or suspected improper behaviour by subcontractors or employees of RMIG.

### **3.6 Free competition**

The Supplier must comply with all current regulations concerning fair competition and antitrust laws and not to violate those antitrust laws by agreements concerning, for example, price collusion, allocation of markets and customers, market agreements or bid rigging, and not to abusively take advantage of an existing market-dominating position.

### **3.7 Money laundering**

The Supplier must comply with all relevant legal obligations concerning money laundering prevention and cannot be involved in money laundering activities.

### **3.8 Respecting the intellectual property of others**

RMIG expects the Supplier to respect the intellectual property of others by:

- Obtaining proper authorisation and licensing agreements before using any intellectual property and strictly following the terms of use
- Respecting copyrights, trademarks, logos, likenesses and other intellectual property in our advertisements and marketing
- Refusing to misuse others' patents, trade secrets or other proprietary information

### **3.9 Foreign trade and export controls**

RMIG insists on the Supplier supporting global endeavours to prevent the production of nuclear, biological and chemical weapons and the development of suitable launch technologies and complying with applicable foreign trade and customs regulations. All imports and exports must be declared correctly and transparently to the customs authorities.

## **4 Handling of information/GDPR (General Data Protection Regulation)**

The Supplier must comply with current data protection laws and regulations. Personal data of customers, consumers and employees are to be handled confidentially. The Supplier is to protect confidential information and only use them in an appropriate manner. The Supplier is not entitled to disclose information which is unknown to the public.

## **5 Environmental protection**

The Supplier must comply with all current environmental laws and regulations, develop measures to minimise environmental pollution and continuously improve environmental protection. Furthermore, the Supplier is expected to establish and implement an appropriate environmental management system.

## **6 Conflict minerals**

The Supplier is responsible for taking measures to prevent the usage of products which directly or indirectly finance armed groups or violate human rights. Should a product contain one or more of said conflict minerals (tin, tantalum, tungsten, gold or the according ores), RMIG expects the Supplier to be able to guarantee transparency regarding their entire supply chain to the smelting works upon request.

## **7 Supply chain**

RMIG expects the Supplier to implement rules similar to this Supplier Code of Conduct and all its principles and requirements with suppliers and subcontractors, and that it is to be used as a selection criterion.

## **8 Failure to comply**

Any violation of the obligations outlined in this Supplier Code of Conduct will be considered a fundamental breach of contract. If any suspicion of failure to comply with the principles should arise, RMIG reserves the right to request further information concerning the respective situation. Should improvement measures not be implemented within a given deadline or should this Supplier Code of Conduct not be met, RMIG reserves the right to terminate the business relationship.