


Formblatt		Code of Conduct for Suppliers of ARYZTA Group Germany		
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00	Einkauf & Beschaffung	ARYZTA Group Germany		

1. Introduction

ARYZTA Group GERMANY (hereinafter "ARYZTA") is committed to ecologically and socially responsible corporate governance. We expect the same behavior from all our suppliers. We also expect our employees to observe the principles of ecological, social and ethical behavior and to integrate them into the corporate culture. Furthermore, we strive to continuously optimize our business activities and our products in terms of sustainability and ask our suppliers to contribute to this in the sense of a holistic approach as we are convinced that customer satisfaction can only be achieved through employee satisfaction and certain standards. For this reason, we uphold values such as human rights, occupational safety and hygiene standards, and implement holistic risk management. Business integrity is also a matter of course for us. Since this responsibility does not only concern ARYZTA, this Supplier Code of Conduct is intended to enable the implementation of appropriate measures along the entire supply chain. Accordingly, it is essential for ARYZTA that its suppliers can guarantee the implementation of this Supplier Code of Conduct. Only such companies are recognized and selected by ARYZTA as suppliers.

2. Supplier Obligation

For future cooperation, the contractual partners agree on the validity of the following regulations for a common code of conduct. This agreement shall apply as the basis for all future deliveries. The supplier undertakes to comply with the principles and requirements of the Code of Conduct. The supplier is requested to contractually obligate its subcontractors to comply with the standards and regulations listed in this document. This agreement comes into force upon signature. Violation of this Code of Conduct may be grounds and cause for ARYZTA to terminate the business relationship including all related supply contracts.

3. Supplier Requirements

3.1. Social Responsibility

3.1.1 Human Rights

The supplier respects and complies with human rights laws worldwide and recognizes human rights as fundamental and universal entitlements. No child labor, forced labor, slave labor or any such comparable work shall be used. All work must be voluntary and employees must be able to leave work or employment at any time. In addition, there must be no unacceptable treatment of workers, such as psychological hardship, sexual and personal harassment. No child labor shall be used at any stage of production. Supplier shall adhere to the recommendation from the ILO Conventions on the Minimum Age for Child Employment, as amended from time to time, and shall comply with all applicable local and national child labor laws.

3.1.2 Equality and Non-Discrimination


Discrimination against employees in any form is not permitted. This applies, for example, to discrimination on the grounds of gender, race, ethnic origin, skin color, disability, political opinion, national origin, religion or belief, age, pregnancy or sexual orientation and identity. The personal dignity, privacy and personal rights of each individual are respected.

3.1.3 Workplace Environment

The supplier is responsible for providing a safe and healthy work environment. The supplier complies with the relevant applicable legal requirements on health and safety at work and provides for necessary precautionary measures against accidents and damage to health that may arise in connection with the activity by setting up and applying appropriate occupational safety systems. Safety information and warnings are available and clearly marked. Machines are to be maintained regularly to prevent avoidable risks. In addition, employees are regularly informed and trained on applicable health and safety standards and measures. The supplier shall implement emergency plans and take corrective action. These include emergency notification, worker notification and evacuation, worker training and drills, adequate first aid supplies, appropriate fire alarms and extinguishing systems, appropriate means of egress, and plans for restoring normal operations. Workers are provided access to potable drinking water in adequate quantities, as well as access to clean and adequate rest rooms. Break rooms of appropriate size and type are provided.

3.1.4 Fair Remuneration & Working Hours

Employment contracts are concluded in writing with all employees, in their native language, before they start to work. The supplier shall ensure adequate compensations of its employees. The remuneration paid to the workers shall comply with all applicable laws on remuneration, including, for example, laws on minimum wage or overtime. In cases where no minimum wage is mandatory, the supplier must pay at least the market wage for the respective job. The supplier must ensure that affected employees are paid for overtime in accordance with the rates provided by law, are not forced to work overtime to obtain the minimum wage, and receive all statutory social benefits or

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insurance that are mandatory under applicable laws and regulations. Wage deductions as a punitive measure are not permitted. The basis on which workers are compensated will be made known to employees on an ongoing basis through a payroll statement.

Working hours shall comply with all applicable laws and regulations governing working hours or industry standards, whichever provides the greatest protection to the employee. This includes limits on total working hours and regulations on break times. In exceptional cases, up to 60 hours per week are possible. Overtime is only permitted if it is voluntarily work. Employees receive at least one day off every 7 days. All wage records are kept for at least 24 months and include normal working hours, overtime, bonus payments and net wage payments.

3.1.5 Freedom of Association/Employee Representatives

Suppliers shall respect the human right of employees to form and join labor unions. Suppliers shall neither prefer nor discriminate against members of works councils or unions. Employees have the right to bargain collectively with the employer without fear of retaliation or other discrimination.

3.1.6 Harassment, abuse and disciplinary measures

Any abuse, punishment and disciplinary action against employees is not permitted. Corporal punishment, threats of violence, harassment or other types of mental or physical coercion will not be tolerated. There is a right for any employee to appeal reprimands or dismissal. All grievances will be documented.

3.1.7 Product Safety

Suppliers shall comply with all applicable product safety regulations and standards, especially standards regarding safety, labeling and packaging of products and the use of hazardous substances and materials. The experience of the supplier's customers shall be recorded and taken into account to support the safe handling and optimal use of the product.

3.2 Ecological Responsibility

3.2.1 Environment and public welfare

The supplier acts responsibly with regard to the environment, complies with all legal requirements regarding the environment and sustainability, and pays attention to the economical use of natural resources and the minimization of negative environmental impacts. He shall ensure the establishment and application of an appropriate environmental management system. Specifically, the Supplier shall commit to (i) reduce its overall environmental impact while supporting local communities to promote social and economic development; (ii) contribute to the sustainability of the communities in which it operates (and review progress made in accordance with applicable industry standards); (iii) commit to actively work to reduce energy and water consumption; and (iv) establish purchasing policies and procedures that prioritize (where possible and appropriate) sustainable and locally produced products and services over imported products.

3.2.2 Commitment to Reduce Environmental Hazards.

Supplier shall monitor, control and treat waste, wastewater, polluting chemicals and air emissions as required by applicable laws and regulations, including energy-related indirect air emissions, by implementing appropriate conservation measures in its manufacturing, maintenance and facility processes, and by recycling, reusing or replacing materials.

3.2.3 Waste Policy

Supplier shall maintain an up-to-date inventory of all hazardous and non-hazardous waste to monitor type and quantity of waste. Documented procedures for handling, storage, transportation, recycling and disposal of hazardous and non-hazardous waste are in place. Procedures prevent emissions to air, soil, and water; prevent the risk of ignition or explosion; and protect employee health and safety and include emergency routines. Hazardous and non-hazardous waste is stored separately. Areas for sorting and storing waste are designated and waste containers are appropriately labeled. Waste is sorted and sent to the recycling system according to local regulations and available infrastructure. Contractors for transport, storage and disposal of waste have the necessary regulatory permits. All applicable laws and regulations regarding handling, storage, transportation, recycling and disposal of hazardous and non-hazardous waste are complied with.

3.2.4 Chemicals

The purchase, storage and use of chemicals are subject to special specifications which are documented in writing. Chemicals are stored, handled and transported in such a way that there is no danger of emissions into the air, soil or water, or of explosion, and that the health of employees is protected. Chemicals are labeled with all safety-

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related information and are secured against unauthorized access. A hazardous substances list of all chemicals used by the company and their safety data sheets is available and up-to-date.

3.3 Ethical behavior in the context of business relationships

The highest standards of integrity shall be applied in all business activities. The supplier does not allow corruption and does not tolerate that a business relationship is influenced by bribes and exploitation of personal relationships. The supplier shall strictly comply with all legal requirements in business dealings with governments, authorities and public institutions, refrain from corruption and follow the rules of free and fair competition. The Supplier shall ensure that its employees, subcontractors and agents do not grant, offer or accept bribes, unauthorized donations or other improper payments or benefits to or from employees, customers, business partners, officials or other third parties. This also extends to any offers of expedited payments (payments to expedite traditional governmental processes) and any improper enrichment, such as gifts or entertainment offered for purposes of influence. Procedures for monitoring and enforcing standards shall be applied to ensure compliance with all anti-corruption laws.

3.4 Fair Market Conduct

The Supplier undertakes to comply with the standards of fair business, fair advertising and fair competition and in particular with all applicable competition law. The Supplier shall not engage in anti-competitive behavior, neither with competitors - in particular agreements and other activities influencing prices or conditions - nor with suppliers or customers, and shall neither exploit a possible dominant market position nor enter into agreements between customers and suppliers aimed at restricting customers in their freedom to autonomously determine their prices and other conditions upon resale. The Supplier undertakes to comply with all relevant laws and regulations, including but not limited to international boycott regulations on import/export of goods, services, information and money transfers. The Supplier shall only maintain business relationships with business partners if it is satisfied (i) of their integrity and (ii) that they comply with all relevant anti-money laundering legislation. The Supplier shall, where applicable, publish financial data and truthful reports on its business activity in accordance with relevant laws and international financial reporting standards.

3.5 Data protection, trade secrets


The supplier undertakes to meet the reasonable expectations of its client, suppliers, customers, consumers and employees with regard to the protection of private information. The Supplier shall comply with all relevant laws and regulations on data protection and information security, related legislation and official regulations when collecting, storing, processing, transmitting and disclosing personal information. The Supplier shall use personal data of its employees, customers, suppliers and other data subjects only (i) in the context of the performance of a contract to which the data subject is a party, or (ii) on the basis of a legal obligation (e.g. tax matters, social security, etc.), or (iii) if consent has been given. The Supplier shall protect personal data against network attacks by technical and organizational measures and shall ensure conscientious organization and security of IT processes. Intellectual property rights shall be respected; technology and know-how transfers shall be carried out in such a way that intellectual property rights and customer information are protected. In particular, know-how and ARYZTA's trade and business secrets shall not be transferred to third parties or the public without ARYZTA's prior written consent. The supplier shall not infringe ARYZTA's intellectual property rights, such as trademark rights and patents.

4. Implementation and consequences in case of violation

The supplier shall have a procedure in place for the prompt correction of defects identified by its own internal or external audits, investigations or inspections. The supplier shall be responsible for complying with all legal and regulatory requirements applicable in the respective countries in which it operates. In addition, applicable international conventions and standards shall be observed. The supplier shall establish procedures or mechanisms for employees to raise issues without fear of penalties or negative consequences.

This Code of Conduct will be subject to regular updating.

Compliance with this Code of Conduct will be verified by ARYZTA. In the event of a violation of this Code of Conduct, the supplier must take corrective action. In the event of a serious breach of the Code of Conduct or failure to take corrective action, ARYZTA shall have the right, at ARYZTA's sole discretion, to terminate the Contract or seek damages.

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5. Acknowledgement and consent of the supplier

By signing this document, the supplier undertakes to act responsibly and to comply with the principles/requirements listed. The supplier confirms that it effectively communicates the contents of this Code of Conduct to employees, agents, subcontractors and suppliers and assures that all necessary precautions are duly implemented.

Date

company stamp and signature