



CODE of CONDUCT

This Code of Conduct defines principles and requirements for Eichenauer Heizelemente GmbH & Co. KG and its suppliers of goods and services concerning their responsibility for humans and environment. Eichenauer reserves the right to change this Code of Conduct if there are reasonable changes in the Eichenauer Compliance Program. In this event Eichenauer commits itself to these new requirements and expects that its suppliers also accept these reasonable changes.

Eichenauer Heizelemente GmbH & Co. KG / The supplier hereby declares

- **Adherence to legal, official and other requirements**
 - to fulfill the currently valid legal and official requirements of the export country, import country and destination country for provided processes, products and services;
 - to fulfill the latest valid applicable legal, official and other requirements of the country of manufacture and of destination countries defined by the customer for provided processes, products and services.
- **Prohibition of corruption and bribery**
 - neither to tolerate nor to admit any kind of corruption and bribery, including any illegal offers of payment or similar contributions for civil servants to influence their decisions.
- **Respect for fundamental rights of employees**
 - to promote equal opportunities and equal treatment of its employees, irrespective of their skin color, race, nationality, social origin, possible disability, sexual orientation, political or religious belief, sex or age;
 - to respect the personal dignity, privacy and personal rights of each individual;
 - not to employ anyone against his or her will or to force anyone to work;
 - not to tolerate an unacceptable treatment of employees, such as mental cruelty, sexual or personal harassment or discrimination
 - not to tolerate behavior (including gestures, language and physical contact) which exercises coercion, is sexual, threatening, abusive or imposing;
 - to ensure fair payment and to observe any national legal stipulation on minimum wages;
 - to observe the maximum working hours permitted in the respective country
 - to respect the rights of the employees to freedom of association and to neither favour nor discriminate against members of employee organizations or trade unions, as long as this is legally permitted and possible in the respective country.
- **Prohibition of child labor**
 - not to employ persons younger than 15 years. In developing countries acc. to ILO convention 138 the minimum age may be reduced to 14 years.
- **Health and safety of the employees**
 - to assume responsibility for the health and safety of its employees;
 - to reduce risks and to provide for best possible precautionary measures against accidents and occupational diseases;
 - to provide trainings and to make sure that all employees are informed about job safety;
 - to establish and apply an adequate occupational safety management system.
- **Environmental protection**
 - to adhere to environmental protection in terms of legal regulations and international standards;
 - to minimize ecological damage and to improve the environmental protection continually.
- **Supply chain**
 - to use reasonable efforts to promote among its suppliers compliance with this Code of Conduct;
 - to comply with the principles of non discrimination with regard to supplier selection and treatment.
- **Protection of intellectual property**
 - to respect the intellectual property rights of others.

We hereby confirm that we accept and comply with this Code of Conduct.

Place, Date

Company name

Signature