

Code of Conduct for Suppliers

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Preface

The Lohmann „Code of Conduct for Suppliers“ is derived from the general Lohmann „Code of Conduct“ and sets the minimum requirements and expectations with regard to the ethical, moral, legally compliant and ecological behavior of suppliers of the Lohmann Tape Group companies (hereinafter referred to as „Lohmann“). In addition, Lohmann requires that suppliers comply with labor standards and human rights in accordance with the OECD guidelines for multinational companies. These standards apply to all of Lohmann’s suppliers and subcontractors and all other suppliers of goods and services to Lohmann, regardless of company location (hereinafter referred to collectively as “Suppliers”). Lohmann reserves the right to terminate business relationships with suppliers who violate these guidelines and standards.

Ethical-Moral Behavior

All suppliers are expected to maintain the highest standards of honesty and integrity in their business practices in compliance with the “Lohmann Code of Conduct for Suppliers” and the general Lohmann “Code of Conduct”. Both of these documents are published on the Lohmann website (www.lohmann-tapes.com). An integral part of compliance with this code of conduct is that any breaches of the Code of Conduct for Suppliers may be reported without adverse consequences for the reporter(s).

Legal Compliance

All suppliers must comply fully with all applicable national, state and/or local laws, guidelines and regulations. In addition, suppliers must fully comply with all of their legal obligations in respect to every applicable agreement, intellectual property of the relevant owners and holders, every mutual understanding or other binding obligation. The contractor expressly assures that the legal requirements with regard to minimum wage, income tax, social security, residence and work permits are met in the case of all employees they employ. Lohmann expects from all suppliers that their own actions and cooperation with business partners serve to prevent participation in money laundering and terrorist financing. A breach of one of these points can result in the immediate termination of the contractual relationship.

Labor Standards and Human Rights

Lohmann does not tolerate the use of child and forced labor, unsafe and hazardous working conditions and environments, and any behavior that violates human dignity and respect. Suppliers are called upon to consider the interests of employees and trade unions and to promote an open exchange between these groups. Suppliers must respect workers’ rights to form or join unions of their choice and to conduct collective negotiations. When using public or private security personnel, the supplier must ensure that human rights are respected. Lohmann will not tolerate any actions towards employees or third parties that do not comply with these principles. The security personnel deployed must be instructed accordingly by the supplier.

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Health & Safety

Suppliers must ensure safe and healthy work environments and implement policies prohibiting the use of illegal weapons, workplace harassment, and the illegal use or possession of alcohol, drugs and other controlled substances (any substance falling under the Narcotics Act) at the workplace.

Workplace Equality

We expect our suppliers to implement employment practices that do not discriminate on the basis of age, culture and language, disability, ethnicity, gender identity, marital or family status, national origin, race or color, creed, gender, sexual orientation or other unique characteristics protected by law. These principles extend to all employment decisions such as, inter alia, recruiting, hiring, training, promotions, compensation, benefits, transfers and reductions in workforce. Suppliers must avoid any transaction or business relationships that represent or appear to represent a conflict of interest.

Environmental Protection and Product Safety

At Lohmann, we consider environmental protection and product safety to be an essential part of our social responsibility and we also demand this understanding from our suppliers. Both environmental management systems as defined by DIN EN ISO 14001 and effective programs to reduce emissions and waste and the conservation of resources must be actively pursued by suppliers in order to consistently improve environmental protection. This includes careful land use, the avoidance of deforestation, and the and the preservation of biodiversity. Lohmann takes these goals into account when selecting suppliers and products. Energy sources, production materials and resources that are required for production and the provision of services should be used as efficiently and sustainably as possible. This also includes the responsible use of chemicals. The aim is to continuously reduce the impact on the climate and the environment through emissions, waste, sewage and noise and to give preference to the use of renewable energy sources. This assumes that water consumption is minimized and exhaust gases must not impair air quality. Suppliers must ensure that forest and water rights are protected and that illegal evictions are avoided. We aim to provide our customers with safe and flawless products and services of high quality. This can only be achieved by setting high standards for our suppliers. Lohmann therefore expects that the products purchased from suppliers will not have any defects or dangerous properties that could, for example, damage the health of our customers or other persons or which could damage their property. This also includes strategies to avoid the procurement and use of counterfeit or plagiarized products.

Gifts & Entertainment

Lohmann is aware that gifts from business partners are, to a certain extent, in line with generally accepted business practices. However, their acceptance can lead to conflicts of interest and jeopardize the good reputation of our company. We allow the acceptance of occasional gifts of modest value, subject to applicable law. Gifts and other benefits that go beyond this, in particular the handing over of cash to employees and persons close to them, are strictly prohibited.

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Bribes and Kickbacks

Any form of bribery or unduly payment, whether directly or indirectly benefiting Lohmann, is prohibited. Bribes include: cash or unexplained rebates, kickbacks, payments for advertising, or other disguised discounts or expenses. In addition, all suppliers must fully comply with all applicable anti-corruption laws.

Compliance with Competition Laws and Conflicts of Interest

Suppliers are obliged to comply with the applicable antitrust and competition laws. In the event of antitrust and competition law issues, Lohmann requires its suppliers to seek advice from experts. These include for example, price fixing, the allocation of customers or sales areas with competitors, anti-competitive boycotts and other unfair competition methods. In general, the supplier undertakes not to impede free competition. When dealing with conflicts of interest, Lohmann demands ethically impeccable behavior from its suppliers. Private interests of the supplier's employees must not influence the business practices in any way.

Publicity

Lohmann prohibits the use or disclosure of its name, logo, images, supplier relationships, products, parts, design or any other non-public information in digital and analogue media, such as press releases, prospectuses, subscription offers, customer lists, websites, social media, product displays at trade shows or supplier facilities, etc., without specific prior written permission.

Confidentiality and Protection of Data

All suppliers are expected to treat information from Lohmann confidentially, even if no separate non-disclosure agreement has been concluded in individual cases. Accordingly, this data may not be passed on to third parties without the consent of Lohmann. In addition, conscientious handling of personal data is required. Suppliers must ensure that the legal provisions are taken into account when collecting, storing, processing or transferring this data. We would like to point out that any storage or transmission of sensitive data, whether in electronic or printed form, requires particular protection. The supplier must take appropriate care of data security within the scope of their possibilities.

Contact us

For further information regarding our expectations and requirements, please email us at: purchasing@lohmann-tapes.com



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