



CODE OF CONDUCT FOR
CONTRACTUAL PARTNERS OF
TUCHFABRIK WILLY SCHMITZ
GMBH & CO.KG (TWS)



5. FEBRUAR 2016

TUCHFABRIK WILLY SCHMITZ GMBH & CO.KG

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Preamble

Economical, sustainable action in terms of social, economic and ecological aspects is a standard practice and part of the business policy for TWS. The observance of all legal regulations and standards as well as international agreements with respect to human rights, fight against corruption and sustainability are binding for us.

Likewise we expect from our contractual partner that they show social commitment to employees, partners, society and the environment and behave accordingly our lived responsibility and the principles defined.

Compliance

Laws, regulations and recognized guidelines

The contractual partner adheres to the respective national laws and regulations to fulfill its obligations reliably. A fair and honest dealing is another field for all business activities. Recognized standards and principles, such as those of the UN Global Compact, the Universal Declaration of Human Rights of the United Nations, the Conventions of the UN, the ILO-Conventions and the OECD-Guidelines for multinational enterprises are considered to be basis for this code of conduct and we expect the compliance from our business partner.

Anticorruption

To prevent misconduct and conflicts of interest, the contractual partner has to comply with national and international anticorruption laws and regulations. The interest of the contractual partner and the personal interest of employees on both sides must be strictly separated.

Compliance with competition rules

The contractual partner complies with all national and international laws and competition rules, especially the antitrust laws and regulations against unfair competition. He don't participate at practices like price fixing, customer and field divisions, etc. which are illegal and distort competition.

Respect for human rights

The contractual partner and his staff support compliance with international human rights and respect and protect human dignity.

Forced labor

The contractual partner engage only staff who have volunteered for the job. Employment which is brought by coercion or intimidation, is refrain and decisively rejected.

Prohibition of discrimination

Discrimination is fully rejected by the contractual partner; he adheres to the applicable laws. It is not allowed to discriminate people because of his race, skin color, ethnic, cultural or social origin, religion, his attitude of belief, gender, age disability, sexual orientation or any other reason.

Prohibition of child labor

Child labor is categorically rejected by the contractual partner; children under 15 may not be employed. The contractual partner complies with the international regulations of the United Nations on human rights and children, in particular the Conventions 138 and 182 of the ILO-Conventions.

Disclosure, business secrets, privacy

The contractual partner obligates his employees not to disclosure any business secrets and confidential information to unauthorized persons or make them accessible to third parties in any other way.

Working conditions and health protection

Work and health protection

The work and health protection has the highest priority at TWS. We expect from the contractual partner to make a safe and healthy work place available for its employees and shall take all necessary measures to prevent accidents and occupational diseases. The staff must be trained.

Respectful treatment with employees

Employees of the contractual partner should be treated with respect and dignity. The privacy and personal rights of every employee must be respected. The inappropriate treatment of employees, such as mental or physical punishment, violence or coercion, sexual harassment and discrimination must be prevented by appropriate measures and not to tolerate.

Reasonable working hours and compliance of the break time

The contractual partner shall ensure that the maximum working time and adequate break time in accordance with the laws and regulations in the respective states are respected.

Remuneration

The remuneration for employees of the contractual partner must comply with the legally defined minimum wages.

Freedom of assembly, freedom of association and right to collective negotiations

The contractual partner shall respect the right of assembly of its employees, the right of association and collective bargaining in the context of the applicable legal regulations.

Environmental

Environmental and climate protection

International standards and legal regulations must be observed in order to ensure that the economic activities of the contractual partner will affect the environment and the climate as little as possible. The contractual partner shall take necessary measures to ensure energy-efficient use of resources, the reduction of waste and emissions as well as the continuous improvement to the environmental and climate protection.

Compliance

The contract partner agrees to respect and implement the rules from this code of conduct.

The contract partner agrees that the compliance with that code of conduct, if appropriate at any time, could be checked by TWS. Violations of applicable laws, recognized standards and this code of conduct represents an infringement. If it is not possible to eliminate the violations of the contract partners or perform corrective actions, TWS reserves the right to terminate the actual closed contracts with the contract partners.

We expect that our contract partner also communicate to its partners towards this code of conduct and ensure that these minimum standards will be respected.

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