

Code of Conduct

Binsack Reedtechnik

Preamble

All employees of Binsack Reedtechnik GmbH are bound by the regulations of this Code of Conduct. It sets out the values, principles and ways of acting that determine the business activities of Binsack Reedtechnik GmbH. The goal of the company management is to comply with ethical standards and the creation of a working environment that promotes integrity, respect and fair conduct. A strictly legal and principled business policy serves the long-term interests of the company.

Compliance with laws and other regulations domestically and abroad.

In all business decisions and actions, Binsack Reedtechnik GmbH strives to comply with applicable laws and other authoritative regulations domestically and abroad. Integrity and honesty promote fair competition, also in relation to our customers and suppliers.

Commitment of the company management

Binsack Reedtechnik GmbH believes it has a duty to act in an economically, socially and environmentally responsible manner. Binsack Reedtechnik GmbH therefore strives to conduct its business competently and ethically and to protect fair competition in all markets in which it operates by complying with applicable laws governing antitrust prohibitions, competition and restraints of competition. Unfair advantages to customers, suppliers or competitors are to be avoided.

Conflicts of interest

Binsack Reedtechnik GmbH expects its employees to be loyal to the company.

All employees must avoid situations in which their personal or financial interests conflict with those of Binsack Reedtechnik GmbH.

Therefore, it is especially forbidden to take a share in competitors, suppliers or customers or to enter into business relationships with them in a private environment, insofar as this may lead to a conflict of interest. Conflict situations must not impair the interests of Binsack Reedtechnik GmbH.

Such conflicts of interest can arise in many situations: For example, no employee may accept benefits - in any form whatsoever - that can reasonably be expected to influence business decisions or transactions of Binsack Reedtechnik GmbH.

Invitations must remain within the limits of customary business hospitality. Employees shall not, by virtue of their position in Binsack Reedtechnik GmbH, personally gain direct and/or indirect advantage through access to confidential information. All employees have the duty to protect the legitimate interests of Binsack Reedtechnik GmbH as far as possible. Any competitive situation with the company is to be avoided.

Any actual or potential conflict of interest must be reported and discussed with the supervisors concerned.

Prohibition of corruption

Binsack Reedtechnik GmbH is against corruption and bribery. Conduct in which business is conducted by unfair means will not be tolerated. Employees of Binsack Reedtechnik GmbH must not offer business partners any benefits or receive or accept such benefits from them that could lead to an impairment of an objective and fair business decision or even create such an appearance.

Fair working conditions

All employees of Binsack Reedtechnik GmbH are required to provide a safe and healthy environment. Therefore, safety regulations and practices must be strictly adhered to.

As a socially responsible employer, Binsack Reedtechnik GmbH considers its employees to be of great value. It demands great commitment from its employees and shares business success with them in return. The personnel policy of Binsack Reedtechnik GmbH contributes to offering every employee the opportunity of professional and personal development. Open exchange of opinion, criticism and ideas are encouraged.

Binsack Reedtechnik GmbH condemns unlawful discrimination or harassment of any kind.

Dealing with internal knowledge

All employees of Binsack Reedtechnik GmbH are obliged to ensure a fast and smooth exchange of information within the company. Information must be passed on correctly and completely to the areas concerned, unless in exceptional cases, in particular due to confidentiality obligations, overriding interests exist. Relevant knowledge may not be unlawfully withheld, falsified or selectively passed on.

Dishonest reporting within the company or to organizations or persons outside the company is strictly prohibited. All financial statements and annual reports, business papers and accounting records of Binsack Reedtechnik GmbH must accurately present business events and transactions and comply with legal requirements and the accounting policies and internal accounting procedures of Binsack Reedtechnik GmbH.

Handling of assets

All employees of Binsack Reedtechnik GmbH are responsible for the proper and careful handling of the company's property. Every employee is obliged to protect the property of Binsack Reedtechnik GmbH against loss, damage, misuse, theft, embezzlement or destruction. Every employee has the duty to inform his superior immediately about any use of assets contrary to the foregoing.

Confidentiality and data protection

A large part of the business information of Binsack Reedtechnik GmbH is confidential or legally protected, so that there is an obligation to maintain secrecy. This does not apply if publication of the information has been approved by Binsack Reedtechnik GmbH or is mandatory due to laws or regulations.

The duty of confidentiality relates in particular to intellectual property. This includes trade secrets, patents, trademarks and copyrights, but also business and marketing plans, drafts, business papers, salary data and all other non-published financial data and reports.

All personal information about employees, customers, business partners and suppliers as well as other third parties will be used carefully and treated confidentially at Binsack Reedtechnik GmbH in full compliance with data protection laws. The protection of this information must be fulfilled with the utmost care.

Implementation and monitoring

The rules contained in this Code of Conduct form a core part of the corporate culture of Binsack Reedtechnik GmbH. The uniform compliance with these principles is indispensable. Every employee is responsible for this.

If an employee has concerns or complaints about any of the items listed in this Code of Conduct, or has knowledge of any breach of the Standards of Conduct contained herein, he or she should immediately bring this to his or her supervisor for clarification. This may also be done anonymously or in a confidential manner. If an employee is not satisfied with the clarification, he or she may present the concern or complaint not only to his or her supervisor, but also to the Legal Department or the Human Resources Department. Binsack Reedtechnik GmbH does not permit reprisals based on complaints made in good faith under this Code of Conduct.

Responsibility

All employees as well as the management of Binsack Reedtechnik GmbH are bound by the rules of this Code of Conduct. Violations of this Code of Conduct will lead to consequences. In serious cases, this may lead to termination of employment.

Binsack Reedtechnik GmbH
Lämmerspieler Straße 87-89
63165 Mühlheim