



# CODE OF CONDUCT

Zwirnerei Nikol Weber GmbH

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## 1. Definition and Scope of application

Nikol Weber GmbH makes a valuable contribution to the sustainable development of the region through its business activities. The group of companies is committed to the principles of the social market economy and to free and fair world trade. It is aware of its social responsibility and is committed to the economically, socially and ecologically sustainable design and development of its supply chains at home and abroad.

The Code of Conduct reflects the common basic understanding of socially responsible corporate behavior. It serves as an orientation framework to which all employees can individually align their decisions and actions. It applies to all employees and board members of Nikol Weber GmbH.

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Mühlberg 16  
95152 Selbitz

## 2. Human rights and labor standards

We respect human dignity and respect internationally recognized human rights. We adhere to the United Nations (UN) Universal Declaration of Human Rights and adhere to the United Nations Guiding Principles on Business and Human Rights and the OECD Guidelines for Multinational Enterprises. We also consider the internationally recognized labour standards of the International Labour Organization (ILO), as listed below in the Code of Conduct. In all our business activities, we always endeavor to neither cause nor contribute to human rights violations. We expect the same from our business partners. Where necessary and possible, we support our supply partners in this.

### 2.1 Employment relationships

We treat our employees with respect. We reject any form of unlawful punishment, abuse, harassment, intimidation or other unworthy treatment of employees. We adhere to the applicable labor laws in all employment relationships and expect the same from our contractual partners. At the beginning of the employment relationship, employees must be provided with comprehensible information about the essential working conditions, including their rights and obligations as well as working hours, remuneration and payment and accounting modalities. We respect and protect the right of employees to terminate their employment relationship in compliance with the relevant notice period.

### 2.2 Employment relationships

We do not tolerate child labor and observe the applicable legal minimum age for admission to employment. In any case, we do not employ persons under the age at which compulsory schooling ends under the law of the place of employment or under the age of 15. We expect our contractual partners to have appropriate means of determining age to prevent child labor. If child labor is detected, all necessary measures must be taken immediately to focus on the welfare,



protection and development of the child. The rights of young workers under the age of 18 must be respected; they may only be employed if it is ensured that the working and employment conditions neither pose a risk to their health, safety or morals nor are detrimental to their development.

## 2.3 Prohibition of forced labor

We reject all forms of forced or compulsory labor, including any form of debt bondage, servitude, slavery or practices like slavery, human trafficking or other involuntary labor and services that are incompatible with internationally recognized labor and social standards.

## 2.4 Salary

We comply with the statutory or - where applicable - collectively agreed provisions when remunerating work services. We ensure that the wages we pay do not fall below the applicable statutory minimum wage or the applicable collectively agreed minimum wage or the minimum wage customary in the industry. In countries or regions without a statutory or collectively agreed wage framework, we pay particular attention to ensuring that the wages paid for regular full-time work are sufficient to meet the basic needs of the employees.

We do not tolerate wage deductions that are not permitted by law, including wage deductions as a disciplinary measure.

## 2.5 Working time

We comply with the statutory or applicable collectively agreed provisions on working hours, including overtime, rest breaks and vacation. In any case, we ensure that - the regular weekly working time does not exceed 48 hours plus a maximum of 12 hours of overtime per week, - the right to rest breaks is observed on every working day, - a day off regularly follows six consecutive working days and - statutory or religious holidays and vacations are respected.

Overtime is compensated or remunerated at least in accordance with statutory or collectively agreed regulations; it is ordered in exceptional cases and exclusively on a statutory, collectively agreed or contractual basis.

## 2.6 Freedom of coalition

We respect the right of employees to freedom of association, freedom of assembly and the right to collective bargaining and collective bargaining, insofar as this is legally permissible and possible in the respective country of employment. If this is not permissible, we seek appropriate compromises for our employees.

## 2.7 Diversity, inclusion and prohibition of discrimination

We promote a working environment that enables inclusion and in which the diversity of our employees is valued. We are committed to equal opportunities and reject any form of



discrimination or unjustified unequal treatment in employment, for example based on national and ethnic origin, social background, health status, disability, sexual orientation, age, gender, political opinion, religion or belief. We also consider the principle of equal pay for male and female workers for work of equal value.

## 2.8 Health and safety at work

We comply with national and international occupational health and safety standards and ensure a safe and healthy working environment to maintain the health and safety of our employees, protect third parties and prevent accidents, injuries and work-related illnesses. This includes regular risk assessments of workplaces and the implementation of appropriate hazard prevention and precautionary measures, including the provision of suitable personal protective equipment.

We ensure that our employees are trained in all relevant occupational health and safety topics.

## 3. Ecological responsibility

The protection and preservation of the natural foundations of life concerns and obliges us all. With this in mind, we carry out our business activities taking ecological aspects into account and are committed to the goal of a climate-neutral future.

### 3.1 Protection of environment and climate

We assume our ecological responsibility by complying with the applicable legal requirements and recognized standards for the protection of the environment and climate and by making efforts to continuously improve the impact of our business activities on the environment and climate. We have taken appropriate measures that are based on legal and internationally recognized standards and cover the following topics, among others:

- Professional and responsible handling of hazardous substances and other chemicals as well as waste, including disposal;
- Efforts to reduce or avoid waste and minimize emissions from operational processes (e.g. waste water, exhaust air, noise, greenhouse gases);
- Conservation of natural resources, for example through measures to save water, chemicals and other raw materials;
- Encourage the use of circular and other climate and environmentally friendly technologies, processes, raw materials and products;
- Efforts to increase energy efficiency and the proportion of green and renewable energies in energy consumption at our company locations.

## 3.2 Animal and species protection

We take note to the principles for the protection of animals and biodiversity and align our business activities accordingly. The keeping and use of animals must comply with the applicable legal animal welfare requirements and be species appropriate. The Washington Convention on International Trade in Endangered Species of Wild Fauna and Flora must be observed.

## 4. Ethical business practices and integrity

We only pursue legitimate business objectives and practices. We only maintain business relationships with reputable partners. We behave fairly and respectfully towards our business partners and customers. We respect the different legal, economic, social and cultural backgrounds and circumstances of the countries and regions in which we operate. We always base our business activities on generally accepted ethical values and principles, including integrity and respect for human dignity. We advocate free and fair global trade and comply with the laws and regulations of the countries and regions in which we do business.

### 4.1 Corruption, trade control, money laundering

We reject any form of bribery and corruption and avoid even the appearance of this - whether in the form of granting or accepting unfair advantages. We act in accordance with the applicable import and export control regulations and comply with the legal requirements for the prevention of money laundering.

### 4.2 Fair competition

We are committed to free and fair competition. We do not tolerate any anti-competitive agreements and ensure that we act in accordance with the applicable antitrust laws. We reject competitive advantages through unfair business practices.

### 4.3 Personal data, protection of confidential information and intellectual property

We respect the personal rights of our employees, business partners and customers and comply with the applicable legal and regulatory requirements for the processing of personal data and information security when handling personal information. We take great care to ensure that business secrets and other confidential information entrusted to us by our business partners and customers are adequately protected against unauthorized acquisition, use and disclosure, but at least in accordance with the relevant statutory provisions on the protection of business secrets. We respect the intellectual property of our business partners, customers and other third parties and ensure that sufficient precautions are taken to protect intellectual property rights when transferring know-how and technologies.

## 4.4 Consumer interests

As far as our products and services affect the interests of consumers, we have taken appropriate measures to ensure the safety and quality of the products or services we offer. In doing so, we ensure that our products or services comply with the relevant statutory consumer protection provisions. As part of information and sales measures, we take consumer interests into account by applying fair business, marketing and advertising practices and promoting consumer education.

and promoting consumer education. We pay particular attention to the interests of children, senior citizens, people with disabilities and other vulnerable consumer groups.

## 5. Realization

We make suitable and reasonable efforts to continuously comply with the contents of the Code of Conduct at all of our company's locations. We have established suitable measures and processes for this purpose and document their implementation within the company in an appropriate manner. The company management is informed at regular intervals about the implementation and work of the responsible departments and individuals.

### 5.1 Communication

We communicate the content of the Code of Conduct to our employees, business partners and other key stakeholders and train our employees on individual topics of the Code of Conduct as required. We expect our employees to comply with the Code of Conduct..

### 5.2 Expectations of our supply chains and monitoring

The content of the Code of Conduct also reflects our expectations of our supply partners and other contractual partners in our supply chains. In this respect, we expect them to be guided by the contents of the Code of Conduct or to apply a comparable code of conduct and encourage them to demand this expectation from the contractual partners in their supply chain. We are committed to long-term business relationships based on partnership. We therefore identify and check our contractual partners in an appropriate manner before we enter a supply relationship, e.g. through self-disclosure, supplier evaluation or similar. We reserve the right to monitor our supplier partners' compliance with our expectations, e.g. by means of auditing. If serious violations are identified, we reserve the right to take appropriate contractual action, including termination of the business relationship. In any case, we expect that any violations identified will be responded to with appropriate preventive or monitoring.



### 5.3 Contraventions of the agreement

We take every violation of the Code of Conduct seriously. In the event of reports of violations, we initiate measures for proper and confidential clarification and, if necessary, take appropriate countermeasures in terms of remediation or prevention. Our employees also have the opportunity to report anomalies or violations anonymously via a grievance box located in the company.

Selbitz, 12.11.2024

gez. Martin Hösel

gez. Dominic Hösel