

SUPPLIER AGREEMENT

Code of Conduct 2024



Code of Conduct

Preamble

Sustainable and responsible action is a central element of ALSTAKOM's self-image and corporate strategy. ALSTAKOM and its affiliated companies within the meaning of Section 15 AktG (together hereinafter referred to as "ALSTAKOM") have implemented guidelines (Code of Conduct) intended to serve as binding orientation for all actions of employees.

Our suppliers contribute significantly to our success. It is therefore our aim to shape the development of our products and services sustainably and successfully together with our suppliers in the future. We see a common understanding of ethical and sustainable action as the basis for business success. This Code of Conduct sets out the requirements and principles for cooperation with suppliers. Suppliers and/or business partners with an intermediary function hereby declare that they will strictly adhere to the following principles:

I. Principle of Strict Legality

ALSTAKOM represents the principle of strict legality for all actions, measures, contracts, and other processes. Accordingly, we require our suppliers to comply with the applicable laws, the basic principles of the United Nations Global Compact, and this Code of Conduct, and to work towards ensuring that the principles of this Code of Conduct are also observed within the supply chain.

II. Dealing with Employees

Our suppliers comply with the applicable national labor laws. In particular, they observe the fundamental employee rights resulting therefrom. The following principles are also based on the fundamental principles of the International Labour Organization (ILO).

Human Rights

Our suppliers observe internationally recognized human rights and ensure they are protected.

Child Labor

Our suppliers only employ workers who have reached the minimum age required to perform work under the applicable national legislation.

Forced Labor:

Our suppliers reject any type of forced labor and respect the principle of freely chosen employment.

Freedom of Association

Our suppliers respect the freedom of association and the right to form interest groups. They grant their employees the right to represent their interests on the basis of national legislation.

Equal Opportunity / Non-

~~Discrimination~~ Our suppliers do not tolerate discrimination against employees based on skin color, ethnic origin, gender, age, nationality, social origin, disability, sexual orientation, religion, or belief.

Fair Working Conditions

Our suppliers pay remuneration and social benefits that at least correspond to the respective national legal standards, provisions, or agreements. The applicable regulations regarding working hours and vacation are observed.

Occupational Health and Safety:

Our suppliers comply with at least the respective national standards for a safe and hygienic working environment and take appropriate measures within this framework to ensure health and safety at the workplace so that healthy employment conditions are guaranteed

III. Environmental Protection, Environmental Management, and Conflict Minerals

Our suppliers avoid hazards to people and the environment, keep impacts on the environment low, and use resources sparingly. Processes, business premises, and equipment of our suppliers correspond to the applicable legal and official requirements and standards for fire and environmental protection.

In the event that a product contains one of the so-called conflict minerals (tin, tantalum, tungsten, gold, or the corresponding ores), we expect our suppliers to be able to ensure transparency about their supply chain back to the smelter upon request. The supplier is encouraged to take appropriate measures to avoid the use of raw materials in its products that directly or indirectly finance armed groups that violate human rights.

IV. Business Relationships

Avoidance of Conflicts of Interest

Our suppliers and their employees make decisions based on factual considerations and do not let themselves be guided in an impermissible manner by personal interests.

Free Competition

Our suppliers behave fairly in competition and comply with the applicable legal regulations that protect free competition. Our suppliers do not make any agreements or concerted practices with other companies aimed at or causing a prevention, restriction, or distortion of competition and do not unlawfully exploit any market-dominant position

Corruption

Our suppliers ensure compliance with the applicable anti-corruption laws and reject any corrupt behavior. They guarantee that their employees, subcontractors, or representatives do not grant, offer, or accept bribes, inadmissible donations, or other inadmissible payments or advantages to customers, officials, or other third parties. This includes, in particular, that suppliers do not offer, promise, or grant advantages to ALSTAKOM employees with the aim of obtaining an order or other preference in business dealings.

Trade Secrets

Our suppliers ensure that ALSTAKOM's confidential information is kept secret, even after the termination of business relationships

Money Laundering

Our suppliers observe the relevant legal provisions for the prevention of money laundering.

Import and Export

Our suppliers comply with all applicable laws when importing and exporting goods and services. ALSTAKOM expects its suppliers to comply with all applicable legal regulations regarding conflict minerals.

V. Compliance with the Code of Conduct

Our suppliers consider this Code of Conduct in their own supplier selection, make it known within the supply chain, and work towards its compliance. A culpable violation of this Code of Conduct represents an impairment of the business relationship between ALSTAKOM's respective contractual partner and the supplier. Without prejudice to further rights, we reserve the right in this case to demand clarification of the facts and the initiation of countermeasures from the supplier. If the supplier demonstrably fails to initiate suitable improvement measures within a reasonable period, or if the violation is so serious that a continuation of the business relationship becomes unreasonable for ALSTAKOM, ALSTAKOM reserves the right to terminate the affected contractual relationship extraordinarily for good cause.

Place, Date

Supplier Company Name | Representative Name | Signature / Stamp