

Business Partner Code of Conduct

Integrity, compliance with laws and regulations as well as responsibility towards people and the environment are the guiding principles of entrepreneurial activity on the part of in-tech GmbH. In doing so, we adhere to globally recognized standards, such as the "United Nations Global Compact", the "UN Guidelines on Business and Human Rights" and the OECD Guidelines for Multinational Enterprises. We also have this demand on our business partners. Therefore, we expect our business partners to comply with the following principles:

1. Compliance with the law

All applicable legal provisions and requirements that are relevant in the context of a business relationship with in-tech must be complied with. This also applies to all countries in which the partner operates.

2. Fair competition

The applicable rules of competition and antitrust law as well as the principle of fair competition must be complied with. Conflicts of interest are to be avoided.

3. Inclusion, human and labor rights

All employees are to be treated and accepted equally and are involved in a self-determined manner – regardless of gender, ethnic origin or age, religious affiliation, education, any disabilities or other individual characteristics.

Employees shall be treated free from sexual harassment, sexual abuse, corporal punishment or torture, psychological coercion, employment against one's will or the threat of such treatment. Any form of modern slavery, of forced labor or child labor is prohibited.

Recruitment and career development takes place without any discrimination, but only based on performance, trust and integrity. Remuneration and working hours are at least in line with the respective national and local legal standards or at the level of the national economic sectors/industries and regions.

The freedom of association of employees in accordance with the applicable national legislation must be recognized. Members of workers' organizations or trade unions are neither to be favored nor discriminated against. The use of security forces, both private and public, is to be avoided if this treats persons inappropriately, is violated or freedom of association is restricted.

4. Prohibition of child labor

The employment of workers who have not reached the minimum age according to ILO Convention 138 will not be tolerated.

5. Sustainability & Climate Protection

Compliance with laws and requirements regarding environmental and climate protection must be observed. Environmental responsibility extends across the entire supply chain and should encourage continuous improvement of environmental performance. In this context, the following topics are particularly relevant:

- The avoidance, reuse, or recycling of waste according to § 6 KrWG.
- Likewise, the reduction of harmful noise and greenhouse gas emissions as well as other environmental pollution that is being emitted.
- Responsible use of natural resources such as energy and water.
- The use of renewable energies.
- Use of sustainable raw materials, and the careful use of chemicals in the other materials.
- Preservation of air, water, and soil quality.
- Protection of biodiversity through sustainable land use of geographical areas, conservation of forests, water and natural habitats, biodiversity, and animal welfare.
- Determination and monitoring of greenhouse gas emissions, e.g. in the course of CO2 balancing.

6. Prohibition of corruption

Any anti-corruption laws must be complied with. Corruption is not tolerated in the business processes.

7. Employee Health & Safety

The internationally recognized health and safety requirements must be complied with. Hazards and accidents must be avoided or reduced by taking preventive measures.

8. Financial responsibility and accurate records

A transparent and correct accounting recording of all business transactions according to international standards and specifications must be adhered to at all times. Our suppliers keep their records in accordance with generally accepted accounting principles (GoBD/ GDPdU).

9. Complaints procedure with respect for confidentiality

Contact options must be set up through which business partners and employees can report potentially irregular behavior. Reporting of misconduct must be ensured while maintaining confidentiality to ensure that no negative consequences will arise for the reporter.

10. Handling of information, data protection and confidentiality

Confidential and personal information must be protected and the applicable laws on data protection must be observed. In addition, sensitive internal information that is not intended for the public must be treated confidentially and secretively. Unauthorized disclosure, copying or passing on of intech Group confidential data is not permitted. The use, processing or transportation of plagiarism or counterfeit materials is also not approved by us.

11. Raw material procurement

When procuring raw materials, the regulations on conflict resources must be complied with, for example according to § 1502 of the U.S. Dodd-Frank Act. When using "conflict resources", information must be provided along the entire supply chain using the appropriate templates.

By ratifying the ILO Convention, Germany has reaffirmed its international commitment to the rights of indigenous peoples. Therefore, it is important to preserve the habitat as well as the rights of minorities or indigenous peoples in connection with the extraction of raw materials in conflict regions. We firmly reject any form of unlawful expropriation, analogous to the initiative Rights and Resources (RRI) of the Federal Ministry for Economic Cooperation and Development, to secure the land, forest, water, and the forestry usage rights of indigenous groups.

12. Trade sanctions

As a global company, it is crucial for us to respect national and international import and export control laws and regulations. Therefore, we expect the same from our business partners. Failure to comply with export and trade restrictions can lead to significant civil and criminal penalties.

13. Implementation in the supply chain

Compliance with the principles in this Business Partner Code of Conduct is mandatory for all business partners with whom your company cooperates.

_____ name

_____ company stamp

_____ date, signature business partner