

## **Code of Conduct**

*- Preamble -*

With this Code of Conduct, Junker-Filter GmbH defines a guideline for all employees in the company, which reflects the correct ethical behavior in certain situations and represents the values of our company. This Code of Conduct first of all defines the fundamentals of the right action. Certain values such as transparency, tolerance and credibility are mentioned here, which stand for the "WE" of Junker-Filter. By complying with these rules of conduct, "WE" can help to create a correct way of doing ethics and reflect the values for the "WE". According to these principles, "WE" want to work together - now and in the future.

We also expect our suppliers and service providers to act in accordance with the principles of this Code of Conduct and urge our suppliers to also encourage their suppliers and subcontractors to comply these rules.

### **Behavior in the business environment**

#### **Compliance with law and order**

The observance of laws and guidelines is one of the essential basic principles of the economically responsible action for us. We undertake to respect and observe the legal prohibitions and obligations at all times. This obligation also includes the applicable guidelines and guidelines of the cultures and countries in which Junker-Filter operates.

#### **Avoidance of conflicts of interest**

Business decisions are always made in the best interests of the company at Junker-Filter. The best possible attempt is made to avoid conflicts of interest with private interests or other economic activities right from the start. However, should a conflict arise, a transparent disclosure of the conflict and compliance with the law and regulations of the law will seek to eliminate it.

#### **Fair competition and antitrust law**

Junker-Filter stands for innovation, credibility and made-in-Germany quality. These cornerstones are very important for our actions in the competition and a guarantor of success for us. That's why it's imperative to be fair in competition and not to disregard antitrust laws. In case of antitrust violations, these pillars are threatened and the guarantors of success are in danger. This behavior is not tolerated by Junker-Filter and corresponding actions are taken against the violation.

#### **Product safety and product quality**

The central corporate principle is the assurance of our manufactured products and the guarantee of a consistently high product quality. We are aware that this maintenance implies the necessary measures that we always pursue and enforce with the highest priority. We aspire to be able to offer our customers a product that provides them with the utmost satisfaction at all times. This requires the commitment and commitment of every single employee of Junker-Filter; because only together we can satisfy this standard. We also take care of the procurement of our raw materials on the quality and certifications of our suppliers to ensure a perfect end product for our customers.

## **Prevention of money laundering and ban on corruption**

Junker-Filter GmbH undertakes to keep itself away from any money laundering and thus complies with its legal obligations to prevent money laundering and also does not take part in such activities. Each employee of Junker-Filter is required to abide by these guidelines and to report such behavior directly in the event of a suspicion or incident. In addition, the prohibition of corruption in any form applies to Junker-Filter. It is also strictly prohibited to accept unlawful benefits or benefits of third parties or employees of private companies. The prevailing laws against corruption are to be observed by the company Junker-Filter as well as by every employee. Gifts may not exceed the usual value of giveaways and gifts, nor be sent to the private address of employees. Gifts that exceed these limits are to be rejected because of corruption or a suspicion of gaining advantages.

## **Behavior towards colleagues and employees**

### **Equal rights for all employees**

We do our utmost to ensure that all employees are treated equally at Junker-Filter and attach great importance to a harmonious work environment, far from discrimination. We treat all employees equally regardless of gender, race, religion, sexual orientation, skin color, disability, marital status, pregnancy, political orientation, belief and age. It is also very important to us that the employees behave respectfully and collegially with each other and that everyone can fully develop their personality. Every employee, whether a manager or an employee, is a representative of our company and should accordingly behave and act accordingly in the interests of the company. Negative behavior can have a negative impact on the company and should therefore be strictly avoided.

### **Human and employee rights**

Furthermore, we respect and respect internationally recognized human and labor rights. Rights such as fair compensation are recognized by all employees of Junker-Filter. Where there are no minimum wage rules, we expect our suppliers to meet or exceed the compensation of their employees to the standards of the local industry. In addition, we strictly reject forced and child labor.

### **Work-and Health protection**

The health and safety of our employees together with high-quality product quality form an equally high corporate goal. Every employee contributes to the protection and protection of health for all. By consistently complying with occupational health and safety regulations, we can ensure that all employees are fully involved in the protection of the working environment. Regular safety briefings ensure that our employees are able to behave correctly in certain situations in order to prevent and reduce damage to persons and machines as far as possible.

## **Behavior within society**

### **Sustainable environmental and climate protection**

We at Junker-Filter are committed to environmental and climate protection. Junker-Filter has its own energy interconnection system, which makes it possible for us to actively participate in environmental and climate protection and to participate, since we contribute to reducing CO<sup>2</sup> through environmentally friendly energy sources and the complete abandonment of fossil

fuels. Examples of environmentally friendly energy sources are the use of geothermal energy, photovoltaics, heat recovery and various thermal insulation measures. Through these actions we can set a good example as a medium-sized company and thus set an example of active action for our environment. We expect our suppliers to handle the environment and its resources in a manner that is just as responsible and gentle.

### **Dealing with information and privacy**

We attach great importance to the trustworthy treatment of information, no matter if it is company information or personal data of our employees. Information concerning the company is the intellectual property of Junker-Filter and should be protected from misuse by third parties and treated with confidence. Furthermore, personal data will not be passed on to third parties or otherwise processed by our employees. The data may not be processed without the voluntary consent of the respective persons. In addition, insider information concerning the company should not be disclosed to third parties or other persons. With passwords in accordance with the security guidelines, files and files should be encrypted. This ensures that the company's property is and will be protected.

### **Appearance and communication in public**

The right to freedom of expression and the protection of personal rights are respected and tolerated by us. Nevertheless, each of our employees should be aware that they can also be perceived in the private sector as a representative of the company and is therefore required to behave in accordance with the company mission statement, so that no negative influences that can burden the company arise.

### **Implementation of the Code of Conduct**

The existence of a Code of Conduct also presupposes the active implementation of this. We are always very interested in communicating the mission statement to all employees and actively living it, so that everyone can orient themselves to the values and benefit from them. Only through active implementation and continuous improvement it is possible to represent and preserve such a mission statement. For questions, suggestions and criticism, we are open and happy that our employees are part of this Code and thus reflect the feeling of solidarity with the company.