

1 Code of Conduct of KBS Industrieelektronik GmbH

The aim of KBS Industrieelektronik GmbH is to conduct all business activities in an ethically impeccable manner and thus to take on responsibility for the general society (Corporate Social Responsibility CSR).

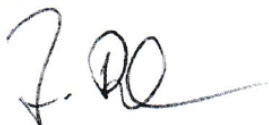
In this KBS Code of Conduct our standards and expectations of our daily behaviour are bindingly laid down. This is a voluntary contribution that goes beyond the legal requirements. All managers and employees are committed to these principles. The managers have a special function as role models.

2 Summary

- We do not tolerate discrimination or harassment.
- We treat our colleagues with respect.
- We protect the environment and handle resources with care.
- We act fairly.
- We follow the work safety regulation for our own protection and for the protection of others.
- We handle information with care.
- Wir handle assets responsibly with care.
- We value long-term and sustainable business relationships.
- We tolerate neither corruption nor bribery.
- We seek and report possible improvements.
- We act in accordance with legal regulations and standards.

The individual points and implementation are described in more detail in Chapters 3 and 4 of this "KBS Code of Conduct". This is filed under the ISO9001 documentation in the process "Management System" (additional documents).

Freiburg, June 6th, 2020



Joachim Beck
(Managing director)

3 Details

3.1 We do not tolerate discrimination or harassment

Discrimination of persons is rejected in any form, neither on the basis of their descent, religion, sexual orientation, nationality, origin, political or trade union activity, nor on the basis of their age, gender or disability. We respect internationally recognised human rights and fundamental freedoms. We outlaw child labour and forced labour. We protect our employees from psychological, sexual, verbal or physical harassment.

3.2 We treat our colleagues with respect

Our cooperation is characterized by mutual appreciation. We act in partnership and ensure a positive working atmosphere.

The management acknowledges its responsibility towards all employees and ensures that they are supported and further developed.

3.3 We protect the environment and handle resources with care

We are committed to environmentally conscious behaviour:

- We comply with the applicable environmental protection regulations and are committed to continuous improvement of environmental protection in connection with our activities.
- We promote the sense of responsibility and active action of all employees for environmental and health protection.
- We use energy, water, materials and space sparingly and in an environmentally friendly manner.
- We prefer to procure the most environmentally friendly products in terms of production, use and disposal.
- We include environmental protection in our research and development work.
- We ensure that waste is avoided and that unavoidable waste is recycled or disposed of in an environmentally compatible manner.

3.4 We act fairly

We make sure that we always treat both our customers and our own colleagues in a friendly, courteous and fair manner.

Company reports and documents must be prepared correctly and truthfully in all material respects.

Payment and social benefits are based on applicable laws and regulations.

KBS Industrieelektronik GmbH respects the employees' right to freedom of association, freedom of assembly and freedom of opinion.

3.5 We follow work safety regulation for our own protection and for the protection of others

Together we ensure a safe working environment and the safety of our products. We avert dangers to people and support the health of our staff through good working conditions. This also includes adherence to permissible working hours.

Occupational safety is part of the personal responsibility of each employee. Hazards are to be avoided by anticipatory, safety-conscious behaviour.

Deficiencies in occupational safety must be reported immediately to the responsible manager.

3.6 We handle information with care

All internal information is treated confidentially. This also applies to information from business partners. Exceptions are information that is published.

We comply with the general data protection regulation (DSGVO) and the staff is trained accordingly.

We do not use the knowledge resulting from our internal processes for private purposes.

3.7 We handle assets responsibly with care

Company property and all work equipment provided by the company for operational purposes may only be used for operational purposes and must be handled with care.

Company property may not be sold, loaned or used for non-business purposes without express permission, regardless of its condition or value.

Within the scope of their work, all employees are obliged to protect assets of KBS Industrieelektronik GmbH and to act honestly, correctly and with integrity when dealing with them.

3.8 We value long-term and sustainable business relationships

A long-term and sustainable business relationship takes precedence over short-term economic interests.

3.9 We tolerate neither corruption nor bribery

KBS Industrieelektronik GmbH does not tolerate corruption or other unfair business practices on the part of employees or third parties commissioned by us. We do not offer, demand or accept material or immaterial benefits that could impair our ability to make objective and fair business decisions, either directly or indirectly via third parties.

Invitations in connection with our activities for KBS Industrieelektronik GmbH may be accepted or issued within the framework of internal regulations if they are appropriate and not in expectation of an inadmissible consideration or other preferential treatment. The same applies to the acceptance or granting of gifts and other benefits or advantages of any kind.

We comply with the relevant provisions of competition law and do not enter into any agreements and arrangements that influence prices and conditions or otherwise restrict fair competition in an impermissible manner.

3.10 We seek and report possible improvements

Everyone is required to seek possible improvements in both economic and every area of the KBS Code of Conduct and to report these to the managers or the quality management team.

3.11 We act in accordance with legal regulations and standards

This applies both in Germany and in the countries where KBS Industrieelektronik GmbH is active.

4 Implementation of the KBS Code of Conduct

Implementation of the KBS Code of Conduct

All employees are obliged to comply with the rules of the KBS Code of Conduct applicable at KBS Industrieelektronik GmbH. When they join the company, they receive the corresponding instruction.

The managers bear special responsibility for communicating and implementing the guidelines from the KBS Code of Conduct.

All employees are required to report serious legal violations or infringements of this KBS Code of Conduct to their supervisor.

In the event of a violation, appropriate consequences, including measures under labour law, disciplinary measures or even criminal and liability law, must be expected.

Please direct any questions to the responsible manager.