



Hochwald Foods



CODE OF CONDUCT FOR HOCHWALD SUPPLIERS | 2018

## PREFACE/PREAMBLE |

Hochwald stands for high-quality dairy products. Our customers can always rely on the quality of our products. We guarantee this by placing high demands on ourselves, but also with clear demands on you as our suppliers and service providers (business partners).

Quality and sustainable work are based on trustworthy and high-quality cooperation at all levels of the value chain. Therefore, Hochwald strives for a common system of values, when selecting suppliers and service providers.

The focus is on

- ethical and sustainable action,
- compliance with applicable laws and technical standards,
- observance of human rights,
- compliance with the applicable national and/or internationally recognised environmental, social and corporate governance standards; and
- legitimate business practices when dealing with each other, but also with third parties.

The goal is clear: We want to offer our customers sustainable, high-quality products. With you and your suppliers. This Code of Conduct for our suppliers summarises our expectations. It supplements the legal obligations, concluded contracts and general purchasing conditions of the Hochwald Group.

# 1 | Scope of application

This Code of Conduct is binding for all business partners acting on behalf of Hochwald. Our business partners are responsible for placing their employees under obligation to act responsibly and adhere to the following basic principles.

Quality and sustainability must be observed throughout the entire value chain. Our business partners therefore also oblige their suppliers and business partners contracted by them to comply with this Code of Conduct.

# 2 | Compliance with the law

As a business partner of Hochwald,

- you must comply with the applicable national and international antitrust, competition and trade control regulations;
- you must prevent corruption and bribery. You ensure that personal relationships have no effect on business activities;
- ensure that your employees, subcontractors or agents do not provide, offer or accept bribes, kickbacks, improper donations or other improper payments or benefits.
- ensure compliance with the legal requirements regarding business transactions.

## 3 | Sustainability

Sustainable economic activity is a matter close to our hearts. We expect our suppliers to act in a sustainable and ethically responsible manner. This applies to strategic orientation, corporate objectives, management systems and process design.

It is a common goal to promote performance and efficiency with regard to health, safety and the environment in a continuous improvement process.

## 4 | Corporate responsibility

### 4.1. Product safety and quality

Hochwald's customers expect high-quality and safe dairy products at all times.

As a Hochwald supplier or service provider, you therefore comply with all the applicable laws, standards or other regulations and requirements for manufacturing and supplying safe products. In particular, this includes compliance with safety, labelling and packaging requirements for products, as well as the use of hazardous substances and materials.

You also have an extensive crisis management system in place, and a system for the complete traceability of the goods delivered to us. This means that any deviation in quality can be traced back to its origin and appropriate measures can be taken for the future.

In addition, you provide a 24/7 emergency telephone number to ensure uninterrupted availability.

As a supplier or service provider, you operate a system to protect the goods and materials delivered and imported into the factories. By doing so, you prevent the introduction of contaminated or biologically, chemically, physically or radioactively falsified substances (Food Defence & Food Safety).

With regard to safety, hygiene and conduct on the company premises, you and your employees must take into account site-specific particularities. These include occupational safety regulations, hygiene regulations and codes of conduct which must be read, understood and accepted prior to entering the premises.

## 4.2. Protection of the environment

As a supplier or service provider of Hochwald, you assume responsibility for environmental protection. You will comply with the legal requirements for environmental protection and sustainability.

By using natural resources economically, you will minimise the environmental impact of your production processes and products. You make an active contribution to the reduction of energy consumption and CO<sup>2</sup> emissions.

We would like to explicitly point out to suppliers of energy-consuming facilities that suppliers are selected on the basis of our certified energy management system which not only takes account of price, but also considers energy efficiency.

Wherever possible, implement adequate environmental management systems.

### 4.3. Human rights

As a Hochwald business partner, you should recognise the United Nations Universal Declaration of Human Rights. We do not tolerate any deliberate use of forced and compulsory labour, including debt bondage or involuntary prison labour and human trafficking or child labour.

### 4.4. Equal opportunity

Our earth is rich in colours. It is inhabited by people of different skin colours, origins or religions. They differ in their political views, sexual orientation, age, gender or social background. At Hochwald, we support this diversity and do not discriminate against anyone. This is also what we expect from our suppliers and service providers.

### 4.5. Liberty

As a Hochwald supplier or service provider, you recognise the right of all employees to join trade unions and employee representations. If local laws restrict such action, you should search for alternative, legally compliant options for employee representation.

### 4.6. Working conditions and safety at work

The applicable legal requirements for occupational health and safety are the minimum requirements for you as a Hochwald supplier and service provider. You actively support the continuous development and improvement of working conditions. The working hours comply with national legal requirements and the minimum standards of the national economic sectors.

The ILO conventions must be respected and the standards observed.

## 5 | Data protection and trade secrets

Personal data of employees, customers, suppliers and other relevant parties are a valuable asset. As a supplier and service provider, you must comply with all applicable laws, in particular the EU Data Protection Ordinance (DSGVO). The know-how, industrial property rights, patents, trade and business secrets of Hochwald are respected and protected.

## 6 | Security in (international) supply chains

You must ensure that the premises and places of shipment, where the goods intended for Hochwald are produced, stored, processed, stowed, loaded and transported, are protected from unauthorised access by third parties within a secure supply chain. Among other things, you ensure that the staff deployed are dependable.

For deliveries from non-EU countries, you must ensure compliance with customs law.

