

## Sustainability policy

### PREAMBLE

The custom machine manufacturing company Jonas & Redmann Automationstechnik GmbH is guided by the values of modern society as well as the relevant EU directives and German laws and regulations when dealing with environmental, energy-related, strategic, social and other important issues. It is important to us that these values are part of our corporate culture, which is why we promote them in a way that is sustainable both within the company with respect to our employees and externally with respect to interested parties. Compliance with this policy on the part of our suppliers is therefore the basis for lasting and productive business relationships.

### SOCIAL/ETHICAL REQUIREMENTS FOR OUR SUPPLIERS

- **Child labour and young workers**

We expect our suppliers to comply with applicable national and international laws on occupational health and safety and therefore not to employ children. In addition, employees must not be below the minimum age prescribed by law (not under 15 years old). The rights of young workers are to be protected by prohibiting work that is harmful to health and safety.

- **Wages and social benefits**

Our suppliers grant their employees the right to adequate remuneration and all benefits prescribed by law. This means that the basic principles regarding minimum wage, overtime and social benefits are taken into account and wage deductions are not allowed as punitive measures.

- **Working hours**

The working hours of our suppliers' employees are based on the applicable laws or industry standards. Overtime is only permitted if it is the employee works by choice. After six consecutive working days, employees must be granted at least one day off.

- **Modern slavery (slavery, servitude and forced/coerced labour)**

Our suppliers avoid any kind of forced labour, slavery and/or any form of work comparable to such. All work must be done by choice, and the employee can terminate their employment relationship at any time.

- **Freedom of association and collective bargaining**

We expect open and constructive communication between our suppliers and their employees. This pertains to the employees' right to freely associate, to form and join unions, to appoint employee representatives and to participate in collective bargaining. Repressing and/or discriminating against employees who act as employee representatives is prohibited.

- **Non-discrimination and harassment**

Our suppliers ensure that employees' personal dignity, privacy and personal rights are respected. Furthermore, employees must not be discriminated against on the basis of gender, skin colour, religion, age, sexual orientation, disability and so on when being recruited or employed.

- **Occupational health and safety**

Suppliers are responsible for establishing and maintaining a safe and healthy working environment. Compliance with relevant occupational health and safety laws and regulations is to be ensured, the (potential) risks should be identified, assessed and avoided by means of measures. Employees must be instructed on how to safely behave in the event of potential risks/hazards. Suitable personal protective equipment must be provided as required.

- **Anti-corruption and anti-money laundering**

Corruption, extortion, bribery and embezzlement are neither accepted nor tolerated by our suppliers. No bribes may be offered or accepted in business relationships. Gifts must not be used to influence business partners' decisions.

- **Data protection and data security**

We expect our suppliers to handle confidential information and sensitive data in a secure manner and prevent unauthorised persons from accessing and using it. Personal data must be protected in accordance with the legal requirements and must not be kept longer than necessary.

- **Fair competition and antitrust law**

Our suppliers comply with fair business standards. Such activities fall under the regulations on unfair competition, misleading advertising and antitrust law. This means that colluding with competitors on prices, quantities and sales details is prohibited.

- **Conflicts of interest**

All situations that may lead to a conflict of interest are to be reported to Jonas & Redmann. Such conflicts of interest may include, for example, cases in which one of our employees has a private interest in one of our suppliers or benefits through other advantages (financial or private).

- **Whistleblowing and protection against retaliation**

Our suppliers ensure that their employees have the opportunity to raise complaints or freely report cases of unlawful behaviour. It is also guaranteed that such complaints will be heard out without repression, intimidation and/or retaliation. Every complaint received should be treated confidentially and, if necessary, appropriate action should be taken.

## **ENVIRONMENTAL REQUIREMENTS**

- **Transparency concerning greenhouse gas emissions**

Our suppliers should calculate their greenhouse gas emissions (CO<sub>2</sub>) and analyse, compare and evaluate this key figure.

- **Energy efficiency and renewable energy**

Our suppliers monitor, document and review energy consumption and find the best economic and/or technical solutions to reduce energy consumption and improve energy efficiency. Suppliers should explore the option of switching from fossil fuels to renewable energy and implement their decision accordingly.

- **Water quality/consumption**

We expect our suppliers to adopt an appropriate and sustainable approach to the issues of 'water quality', 'water consumption' and 'wastewater' in order to avoid seriously damaging the economy, society and environment.

- **Responsible chemicals management**

Our suppliers comply with legal regulations on chemicals or other materials that pose a danger if released into the environment. Handling chemicals responsibly means handling, transporting, storing, using/reusing and disposing of them in a safe manner. All necessary safety-related information on all hazardous substances is documented and made available as required.

- **Sustainable resource management**

Natural resources (water, raw materials, energy sources and so on) are used sustainably and sparingly. Our suppliers should have procedures in place that factor in environmental protection measures such as reducing the consumption of energy and raw materials and measures concerning noise protection, disposal, emissions and wastewater. Negative effects within the supply chain should be identified and minimised or eliminated.

- **Waste prevention**

Our suppliers pursue a low-waste philosophy with a corresponding disposal concept. This means that the waste hierarchy from the German Circular Economy Act (Kreislaufwirtschaftsgesetz) is always taken as a basis and the correct sequence of procedures is observed: avoid, reuse, recycle, recover, dispose.

- **Responsible procurement of raw materials (aluminium, steel, etc.)**

We expect our suppliers to support activities that ensure responsible procurement of raw materials. Such activities include avoiding the procurement and use of raw materials that have been obtained illegally or through ethically objectionable/unacceptable measures, as well as avoiding the use of 'conflict minerals' that are affected by import restrictions.

## **IMPLEMENTING REQUIREMENTS**

Our philosophy concerning cooperation with our suppliers is based on mutual trust, reliability, transparency, communication and sustainability. Therefore, we expect our suppliers to accept the fact that we regularly check whether they comply with legal obligations as well as expectations concerning human rights and the environment. This check can be performed by:

- Requesting the certificate for the respective management system (for example, ISO 9001, ISO 14001, ISO 50001, etc.)

- Performing supplier audits
- Completing the supplier's self-disclosure form
- Requesting relevant documents (corporate, environmental and energy policies, reports, disposal concepts, risk analyses, training certificates, etc.)

Suppliers are to inform Jonas & Redmann of non-compliance with the requirements in writing, if applicable. In such cases, our suppliers must implement the necessary corrective measures to ensure compliance with the requirements. We will assist them in taking such corrective action, if necessary.