

Code of Conduct

Building on our corporate policy, the Code of Conduct is our guideline, which makes our corporate policy even more tangible. It defines the rules for our daily work, both internally and externally. In this way, it builds a bridge between our corporate policy and the many different guidelines and legal regulations within the company.

Preamble

Improve - change - renew!

This is the demand we make on ourselves with which we strive for further success in the future. The key to corporate success lies in a company-wide corporate culture characterised by integrity, ethics and personal responsibility. The ethical requirements for entrepreneurial action and in the workplace are becoming increasingly demanding. Our code of conduct is the orientation framework for all people in the company. It links our claim to compliance with the law and the law with our special requirements for ethical conduct. Together with our corporate policy, it makes our business success possible. It sets a standard for ourselves and at the same time is a promise to the outside world.

Our understanding of performance always includes two questions: "What have I achieved?" and "How did I do it? Both are important to us. We want to achieve our goals - and always act correctly and in an exemplary manner. Our code of conduct is dynamic, it does not close itself off against new standards of behaviour. Binding legal norms can change, and guidelines can be used to specify the requirements of conduct. A part of being Wienstroth Wärmebehandlungstechnik GmbH and sharing this identity requires each individual to take responsibility. We are aware that our success and the reputation of the company, which has been acquired through the daily commitment of our employees, can be damaged by even a single misconduct.

Misconduct and breaches of the code of conduct with regard to integrity and esteem, as well as breaches of legal regulations and guidelines, can have serious consequences not only for the individual personally but also for the entire company. The rules of conduct we set ourselves must be observed. Misconduct will therefore not be tolerated.

Wienstroth Wärmebehandlungstechnik GmbH expects its managers in particular to behave in a manner that reflects the competence requirements due to their exemplary function. Wienstroth Wärmebehandlungstechnik GmbH requires all its employees to behave in accordance with these principles.

We respect the right to freedom of expression and the protection of personal rights and privacy. Every employee should be aware that he or she can also be perceived as part of and representative of Wienstroth Wärmebehandlungstechnik GmbH in the private sphere and is therefore called upon to protect the reputation and standing of the company through his or her behaviour and appearance in public, especially in dealings with the media.

When expressing private opinions, we take care not to place the respective function or activity in the Wienstroth Wärmebehandlungstechnik GmbH in a context with the private statement.

Basic behaviour requirements

Wienstroth Wärmebehandlungstechnik GmbH trusts that the personal interests of the employees do not conflict with the company interests.

We may not carry out any secondary activities that conflict with the interests of Wienstroth Wärmebehandlungstechnik GmbH, especially if there are reasons of competition against it.

A secondary activity is any activity in which, outside the main employment relationship, the labour is made available to a third party - regardless of whether this is done for payment or free of charge. This also includes a self-employed secondary activity.

Exceptions require express permission.

Every employee is obliged to use the company's resources sparingly and in an environmentally friendly manner.

Business relations with customers / suppliers

Trust, fairness and a high degree of independence in business decisions characterise our dealings with business partners. Private interests and personal advantages must not influence our business decisions.

The way we organise customer contact has a lasting effect on the image of our company. It is therefore a matter of course for us to conduct ourselves in this sensitive area in a manner that is both compliant with the rules and ethically correct.

In order to maintain the trust of our customers, we refrain from any form of corrupt behaviour (active corruption) and avoid even the mere appearance of it. We are not allowed to offer, promise or grant advantages to members of the public sector at home or abroad or decision-makers in private companies without permission in order to achieve behaviour or a positive decision that is too favourable for Wienstroth Wärmebehandlungstechnik GmbH. Should we be requested to grant unlawful advantages from outside, our employees will refuse to do so and inform the responsible managers.

Wienstroth Wärmebehandlungstechnik GmbH is committed to free competition as an elementary component of the market economy - because it promotes efficiency, economic development and innovation.

In all business agreements and all business relations with third parties, we pay particular attention to compliance with all relevant legal requirements and ethical principles. We expect the same from our business partners.

We are committed to fair dealings with our business partners and competitors and do not misuse existing scope for action.

We maintain trustful and fair business relations with our suppliers. Conversely, we expect our suppliers to treat us with the same respect and integrity that we show them. We make our business decisions exclusively in the interest of Wienstroth Wärmebehandlungstechnik GmbH and put private interests aside. We do not allow ourselves to be influenced in our business decisions by suppliers and customers offering or promising us illegal advantages or accepting such advantages (passive corruption). We also do not demand unauthorised advantages. If we are offered, promised or granted illegal advantages, we inform the responsible managers.

Society - Environment - Sustainability

Wienstroth Wärmebehandlungstechnik GmbH is part of our democratic and market-economy organised community. Therefore, we are fully committed to our social responsibility.

We bear responsibility for future generations. The social, economic and ecological aspects of what we do have high priority for us. The principle of sustainability is therefore the focus of Wienstroth Wärmebehandlungstechnik GmbH's actions. The economical use of water, energy and materials is a matter of course.

Shareholders

The shareholders of Wienstroth Wärmebehandlungstechnik GmbH provide the necessary equity capital and bear the entrepreneurial risk. They demand and trust that the legal regulations governing the management and supervision of the company as well as the internationally recognised standards of good and responsible corporate governance are observed and that the employees work with commitment and enthusiasm for the company's goals.

In return, the shareholders always leave a high proportion of the profits generated within the company, thus enabling the company to invest in growth and future-proof processes and plants to ensure its continued success.

We represent political interests in a central, open and transparent manner. We comply with the legal requirements for lobbying and avoid under all circumstances any unfair influence on politics and legislation.

Employees

We create a working environment for our employees that is safe, ergonomically sensible, healthy and motivating, taking into account environmental and energy aspects. Attractive working conditions promote the motivation and creativity of our employees.

The safety and health of our employees is our top priority.

We want to provide top performance for our customers through "cultivated" cooperation. This also includes the cultivation of a "constructive culture of debate". The best common path to the goal takes precedence over personal interests.

People have a right to voluntary, safe and adequately remunerated work that respects and protects human rights. Wienstroth Wärmebehandlungstechnik GmbH pays all employees at least the minimum wage prescribed by the relevant laws on remuneration and provides all social benefits prescribed by law. The same applies to the remuneration of overtime. Reductions in remuneration for disciplinary reasons are not permitted.

A culture of equal opportunities, mutual trust and respect is of great importance to us. We promote equal opportunities and prevent discrimination in the recruitment of employees and in the promotion or granting of training and further training. We treat all employees equally, irrespective of gender, age, skin colour, culture, ethnic origin, sexual identity, disability, religious affiliation or belief.

We are also committed to the Universal Declaration of Human Rights

We adhere to all relevant standards of the United Nations Universal Declaration of Human Rights and to the core labour standards of the International Labour Organisation (ILO). (e.g. ban on child labour/forced labour etc.) in full. We therefore also oblige our suppliers to comply with these standards.

Donations / Sponsoring

As a responsible member of society, Wienstroth Wärmebehandlungstechnik GmbH promotes education, science, culture, social issues, sports and the environment within the framework of legal and economic possibilities through donations in cash and kind as well as services. We do not grant donations to achieve business advantages. All donations must comply with the applicable legal system and internal guidelines. In addition, the addressee and the purpose of all donations must be documented.

Sponsoring is also one of the communication instruments of Wienstroth Wärmebehandlungstechnik GmbH. In contrast to donations, a service must be paid for in return. All sponsoring activities require appropriate and verifiable communication and marketing services from the respective partner/organiser and are handled transparently. The sponsoring activities focus on areas where the business interests of Wienstroth Wärmebehandlungstechnik GmbH or the assumptions of social responsibility are paramount.

Handling of information

We take the necessary steps to protect confidential information and business documents from access and inspection by non-participating colleagues and other third parties in an appropriate manner.

Wienstroth Wärmebehandlungstechnik GmbH builds on strong values: reliability and honesty, credibility and integrity. We therefore attach great importance to open and truthful reporting and communication on the company's business transactions to investors, employees, customers, business partners, the public in general and governmental institutions. Each employee ensures that both internal and external reports, records and other documents of the Group are in accordance with the applicable legal regulations and standards and are therefore always complete and correct, and are submitted in a timely and systematic manner.

We take the necessary steps to protect confidential information and business documents from access and inspection by non-participating colleagues and other third parties in an appropriate manner.

Protection of company property

We use the company's property and resources properly and carefully and protect them from loss, theft or misuse. The intellectual property of our company represents a competitive advantage for Wienstroth Wärmebehandlungstechnik GmbH and thus an asset worth protecting, which we defend against any unauthorised access by third parties. We use the company's tangible and intangible property exclusively for company purposes and not for personal purposes, unless expressly permitted. Our employees, together with their superiors, are responsible for ensuring that the type and scope of business travel is always in reasonable proportion to the purpose of the trip and that it is planned and carried out economically, taking into account time and cost aspects.

Data security / data protection

Data security is of paramount importance to Wienstroth Wärmebehandlungstechnik GmbH. It has a decisive influence on business success and public reputation. We are aware of the high sensitivity of the personal data of our customers, employees and suppliers entrusted to us and protect them by careful and trustworthy handling. Each individual is responsible within the scope of his or her duties to ensure a high level of protection at Wienstroth Wärmebehandlungstechnik GmbH. We are supported in this by a large number of technical and organisational measures that aim to ensure the confidentiality of personal data.

In addition to the technical and organisational measures for data protection, every employee is obliged to protect the company's interests by his or her behaviour. We therefore do not communicate sensitive information from and about our company to the outside world unnecessarily.