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Code of conduct for suppliers

by Peter Huber Kältemaschinenbau SE

huber



Foreword



As our supplier, you are important to us, and in this context we want to establish a good partnership on an equal footing. For this reason, we would like to provide you with our code of conduct for suppliers. It describes our shared values and how we would like to work together – today and in the future. It provides both you and us with a clear set of goals, the achievement of which will secure our cooperation in the long term. In particular, our values play an important role in this regard. These include open-mindedness and transparency as well as lawful, ethically correct behaviour at all times.

This code of conduct unifies our basic rules and principles, which are binding for us both now and in the future. As a supplier, it provides you with a framework for orientation. Together, we have the responsibility for the reputation of our companies. The misconduct of individuals can cause enormous damage to all of us. This is why we would like you to read this code of conduct carefully and, in collaboration with us, use it as a guideline for our day-to-day conduct.

If you do not agree with the wording of a specific statement, please send an email with your feedback to cco@huber-online.com.

Here's to working together. Thank you very much!

Daniel Huber
Chairman

Joachim Huber
Vice Chairman

Beatrice Geiler
Member of the Board

Bärbel Huber
Member of the Board

[1] For reasons of better readability, we generally use the generic masculine. In the interest of equal treatment, the corresponding terms apply for all genders. The abbreviated form of language is for editorial reasons only and does not imply any judgement.

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Our guiding principle

Who are we?

We, Peter Huber Kältemaschinenbau SE, are a family-run company in its 2nd generation. We are technology leader for high-precision temperature control solutions in research and industry. Our environmentally friendly and innovative temperature control systems ensure reproducible temperature control results in laboratories, pilot plants and production processes worldwide. Our product range offers solutions for all temperature control tasks from -125 to +425°C. Environmental protection does not only take place in our products; separate environmental guidelines also describe the demands we make on ourselves and our employees. Furthermore, social commitment and sponsoring is a matter close to our hearts. We support a wide range of regional and national projects in the fields of art, music, sport, social welfare and education.

What is our mission?

We will be the world's leading company for temperature control technology, which is characterised by modern working conditions and an excellent working atmosphere that offers secure jobs for motivated and enthusiastic employees. Innovation leadership and promotion of young talent, combined with sustainable economic efficiency will contribute to our lasting success!

How do we practice it? Our corporate principles

- **We** treat each other with tolerance and a high degree of mutual respect in our daily work. Appreciative, open, honest and trustworthy dealings, even beyond business, are a matter of course for us.
- **We** are curious, ambitious and enthusiastic about our work and constantly focus on the interests and requirements of our customers.
- **We** work conscientiously, reliably and together. We support each other, benefit from the impulses, knowledge and skills from different cultures, and react to changes in a solution-oriented way.
- **We** stand for equal opportunities and do not tolerate discrimination with regard to ethnic origin, gender, religion or belief, disability, age, etc.
- **We** promote flexibility, a willingness to learn, quality awareness and the courage to question and continually improve.
- **We** deal with criticism openly, fairly and objectively and find constructive solutions together.
- **We** act economically, success-oriented and ensure a lasting advantage over our international and domestic competitors with innovative solutions.
- **Our** most important word in dealing with each other is **"THANK YOU"**.

The responsibility for society expressed in the mission statement also includes an active commitment to sustainable development, which we achieve by considering the ten principles of the United Nations Global Compact. We are also committed to the United Nations Universal Declaration of Human Rights and the core labour standards of the International Labour Organisation (ILO).

Code of conduct

Conduct in a business context and within society

Human rights and employee rights

We respect internationally recognised human rights and support their observance. We strictly reject any form of forced labour or child labour, including among our business partners.

We recognise the right of all employees to form trade unions and employee representative bodies on a democratic basis within the framework of national regulations. We recognise all employees' right to adequate remuneration. Remuneration and other benefits are at least in line with the respective national and local legal standards or correspond to the level of the national economic sectors/industries and regions. We expect our business partners to consistently respect internationally recognised human rights and actively promote them.

Child labour and forced labour

Our business partners undertake only to employ people who have reached the minimum age required for employment under the applicable national legislation and not to tolerate child labour. The ILO Convention 138 on the minimum age for employment and Convention 182 on the Elimination of the Worst Forms of Child Labour must be observed. Our business partners also commit to uphold and respect the dignity and rights of children. We expect our business partners to strictly reject all forms of forced labour, including but not limited to human trafficking, torture and all forms of slavery or forced labour. Likewise, the principle of freely chosen gainful employment must be respected and upheld.

Freedom of association

Our business partners must respect the fundamental right of employees to form and voluntarily join trade unions. Membership of a trade union or employee representative body cannot justify unfair or unequal treatment. Within the legal regulatory framework, the right to collective bargaining for the regulation of working conditions and the right to strike in accordance with ILO Convention No. 98 must be recognised.

Equal opportunities and fair conduct

We do not tolerate any form of discrimination by our business partners based on skin colour, ethnicity, gender, age, nationality, social origin, disability, sexual orientation, religion, world view, politics or trade unions. The same applies to any form of harassment. In the case of equal requirements and tasks, the principle of equal pay for work of equal value must apply irrespective of gender. The regulations of the ILO must be observed.

Our business partners undertake to guarantee the right to fair working conditions in accordance with the applicable ILO conventions. This includes, in particular, adequate remuneration and social benefits that at least comply with national and local legal standards, regulations or agreements. Legal regulations on the minimum wage in each country must be complied with, as well as applicable regulations on working hours, breaks and holidays. In Germany, the latest version of the Minimum Wage Act (MiLoG) must be complied with.

Occupational health and safety

Our business partners are obliged to comply with the respective national standards for a safe and hygienic working environment and, within this framework, to take appropriate measures to ensure health and safety in the workplace. Our business partners who are also manufacturers must also examine the introduction and further development of a health and safety management system (HMS) suitable for the industry, and in this context must introduce measures to implement the objectives of an HMS in an appropriate manner.

Climate and environmental protection

In accordance with the precautionary principle, our business partners undertake to avoid risks to people and the environment as far as possible and to adequately protect the natural basis of food production. The processes, premises and resources of our business partners must comply with the applicable legal requirements and protect the environment. Our business partners who are also manufacturers must also be committed to introducing and further developing environmental management systems appropriate to the industry. We want our business partners to ensure climate protection in a sustainable and committed manner. The goal is for our business partners to create transparency about their CO₂ emissions and to set ambitious CO₂ reduction targets.

Water quality and consumption

Our business partners are committed to using water responsibly. Especially in areas where water scarcity is an issue, water extraction must be minimised and access to drinking water and sanitary facilities must be ensured. Wastewater quality standards must be defined and monitored within the framework and in the design of the applicable legal and regulatory requirements.

Air and soil quality

As a minimum, our business partners must comply with the applicable legal requirements and the requirements of local authorities.

Sustainability

We want our business partners to minimise the impact of their operations on the environment and to use resources sparingly. Where possible, materials must be reused. Our business partners must consistently comply with at least the applicable legal regulations and official requirements.

Substances of concern

Our business partners are required to comply with regulations on materials, i.e. bans and restrictions on ingredients such as the REACH Regulation and the RoHS Directive, disclosure regulations and current reporting standards. The ban on the production and use of persistent organic pollutants under the Stockholm Convention and the export ban on hazardous waste under the Basel Convention must be complied with. In particular, the treatment of mercury waste and the ban on the manufacture of products containing mercury and the use of mercury and mercury compounds in manufacturing processes under the Minamata Convention must be complied with.

Avoidance of conflicts of interest

We expect our business partners to make decisions based on factual considerations and not to be unduly guided by personal interests. As soon as one of our business partners becomes aware of a potential conflict of interest, they are obliged to take internal measures to eliminate these conflicts and to inform HUBER immediately.

Free competition

Our business partners are obliged to conduct themselves fairly in competitive situations and to comply with the applicable laws protecting free competition. In addition, they must refrain from entering into any agreements or practices in cooperation with other companies that have the purpose or effect of preventing, restricting or distorting competition under the applicable antitrust laws.

Code of conduct

Corruption

Our business partners must ensure compliance with the applicable anti-corruption laws. In particular, they ensure that their employees, subcontractors and/or agents do not offer, promise or grant any advantages to HUBER employees in order to obtain orders or special treatment. These principles also apply if our business partners cooperate with other third parties in the course of their work for HUBER.

Money laundering

Our business partners are also obliged to comply with the applicable money laundering legislation and to fulfil their reporting obligations.

Conflict minerals

Our business partners work to prevent the direct or indirect financing of armed groups. In doing so, they must comply with the applicable legal requirements on conflict minerals.

Data protection and information security

Our business partners are required to ensure informational self-determination, the protection of personal data and the security of all business information and personal data in all business processes in accordance with the applicable legal requirements and laws on data protection and information security.

Customs and export control regulations

Our business partners comply with international customs and export control regulations and proactively share relevant foreign trade information to ensure a secure supply chain.

Protection of company property

We use the company's property and resources properly and carefully, protecting them from loss, theft or misuse. Our company's intellectual property represents a competitive advantage for Peter Huber Kältemaschinenbau SE 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 nature and extent of business trips are always proportionate to the respective business purpose, and that trips are planned and carried out cost-effectively, taking into account time and cost aspects.

Implementation and point of contact

Each of our business partners – including its employees and concerned parties – is requested to report suspected or actual breaches of this code of conduct. This is to limit the consequences of such breaches and to prevent similar misconduct in the future. For this purpose, our business partners must either set up their own whistleblowing system or join an industry-wide system. Reports to HUBER can be made via email, telephone (see below) or via HUBER's own whistleblowing system. Our business partners must inform their employees about the option to report.

Protection from eviction and/or land seizures

Our business partners undertake not to carry out any illegal forced evictions. Furthermore, they undertake not to unlawfully seize land, forests or bodies of water through acquisition, construction or other use.

Deployment of public or private security services

Our business partners agree to refrain from hiring or using public or private security services, if, due to a lack of instruction or monitoring on the part of the company, there is a risk of torture, cruel, inhuman or degrading treatment, injury to life and limb or impairment of the freedom of association or the freedom to join a trade union.

Compliance with the code of conduct

Whistleblower system

Each of our business partners – including its employees and concerned parties – is requested to report suspected or actual breaches of this code of conduct. This is to limit the consequences of such breaches and to prevent similar misconduct in the future. For this purpose, our business partners must either set up their own whistleblowing system or join an industry-wide system. Reports to HUBER can be made via email, telephone (see below) or through HUBER's whistleblower system (<https://app.whistle-report.com/report/2875089d-67ba-4391-ac47-ab2fda751534>). Our business partners must inform their employees about the option to report.

Monitoring

HUBER reserves the right to adequately monitor compliance with this code of conduct. Our business partners are obliged to actively support the necessary monitoring. Business partners must respond to enquiries and requests for information within a reasonable period of time and comply with the procedures provided for in the applicable data protection legislation.

Corrective measures

Breaches of this code of conduct, especially concerning human rights or environmental obligations, must be rectified immediately. If this is not possible in the short term, the business partner in question must immediately draw up and implement a plan for termination or mitigation. The plan must include a specific timetable. Once implemented, corrective measures must be documented and checked for their effectiveness. Furthermore, in the event of a suspected breach, the business partner in question must immediately clarify the potential breach and inform HUBER of the investigative measures initiated.

Consequences of breaching the code of conduct

Breaching the obligations described in this code of conduct constitutes a breach of contract for HUBER and significantly impairs the business relationship between HUBER and the business partner in question. Business partners must inform HUBER within a reasonable period of time about the internal measures they have implemented to prevent future breaches. If the business partner fails to comply with these obligations within a reasonable period of time, fails to implement reasonable corrective measures within a reasonable period of time or if the breach is so serious that HUBER cannot reasonably be expected to continue the business relationship, HUBER reserves the right, without prejudice to other rights, to terminate the respective contractual relationship without notice or to terminate the respective contract.



Inspired by temperature

The Tango factory in Offenburg, headquarters of Peter Huber Kältemaschinenbau SE





Inspired by **temperature**
designed for you



Peter Huber Kältemaschinenbau SE
Werner-von-Siemens-Str. 1
77656 Offenburg / Germany

Phone +49 (0)781 9603-0 · Fax +49 (0)781 57211
info@huber-online.com · www.huber-online.com