

**SUSTAINABILITY STANDARDS FOR BUSINESS PARTNERS  
OF THE SCHNELLECKE GROUP**

# **SUPPLIER CODE**



# FOREWORD

The Schnellecke Group is a global leading company for logistical services in the automotive industry and producer of body parts. We stand by our company responsibility to customers, employees, the environment and society and also expect this from our suppliers and business partners.

The following minimum standards form the requirements of the Schnellecke Group for all business partners on human rights, working standards, business ethics and environmental protection. The minimum standards are based on the human rights declaration and principles of the United Nations Global Compact, the guidelines for multinational companies of the OECD and the conventions of the International Labour Organisation (ILO).

The Schnellecke Group has set up the same provisions and standards for their own business practices with their code of conduct. In addition, the Schnellecke Group expects its business partners to adhere to all applicable rules and laws without restriction. The Schnellecke Group supports suppliers in implementing the requirements through targeted information and training. The Schnellecke Group also reserves the right to verify compliance and to draw consequences in the event of violations.

# TABLE OF CONTENTS

Foreword	2
Table of Contents	3
<b>1. Labour and human rights standards</b>	<b>4</b>
1.1 Compliance with human rights	
1.2 Consideration of child and forced labour	
1.3 Protection against discrimination	
1.4 Freedom of association	
1.5 Occupational and health protection	
1.6 Wages, working hours and additional services	
<b>2. Business ethics and market behaviour</b>	<b>5</b>
2.1 Legal conformity	
2.2 Prohibition of corruption	
2.3 Avoidance of conflicts of interest	
2.4 Fair market behaviour	
2.5 Protection of data and trade secrets	
<b>3. Environmental protection and product safety</b>	<b>6</b>
3.1 Environmental responsibility	
3.2 Waste and emissions	
3.3 Product safety	
3.4 Responsible raw materials supply chain	
<b>4. Compliance control and reporting of Non-Compliance</b>	<b>7</b>
4.1 Verification of compliance with the requirement	
4.2 Reporting of Non-Compliance	

# 1.

## LABOUR AND HUMAN RIGHTS STANDARDS

### 1.1 COMPLIANCE WITH HUMAN RIGHTS

Suppliers and business partners of the Schnellecke Group are required to respect the worldwide applicable regulations on protecting human rights and promote compliance therewith. As a business partner of the Schnellecke Group, we expect that they work to these ends in all business activities in their own sphere of influence, and that they and their business partners do not commit or participate in human rights violations.

### 1.2 CONSIDERATION OF CHILD AND FORCED LABOUR

Suppliers and business partners of the Schnellecke Group may not use children or forced labour under any circumstances or work with business partners, that do this. As a business partner of the Schnellecke Group, they are instructed to adhere to the minimum requirements of the ILO conventions for the admissible minimum age for employment and for the ban on child labour (ILO 138 and 182).

### 1.3 PROTECTION AGAINST DISCRIMINATION

Suppliers and business partners of the Schnellecke Group are obliged to refrain from any discrimination due to ethnic, national or social origin, skin colour, gender, religion, world view, illness, age, disability, sexual orientation, political or trade union activity.

### 1.4 FREEDOM OF ASSOCIATION

Suppliers and business partners of the Schnellecke Group must preserve the freedom of association and the right to collective bargaining. They must ensure that their employees can join together pursuant to the applicable laws, to join a trade union or form a representation.

### 1.5 OCCUPATIONAL AND HEALTH PROTECTION

Suppliers and business partners of the Schnellecke Group must adhere to the respective applicable national regulations for workplace safety and health protection. As business partners of the Schnellecke Group, they support further development to improve working conditions.

### 1.6. WAGES, WORKING HOURS AND ADDITIONAL SERVICES

Suppliers and business partners of the Schnellecke Group are required to ensure appropriate wages for their employees that correspond to the statutory requirements for minimum wages, wage laws and statutory benefits. If statutory or wage contract provisions do not exist, the remuneration is based on the wages and benefits specific to the industry and customary for the location.

# 2.

## BUSINESS ETHICS AND MARKET BEHAVIOUR

### 2.1 LEGAL CONFORMITY

The Schnellecke Group expects unlimited integrity from its suppliers and business partners. They commit themselves to comply with all applicable laws and regulations within the framework of their corporate responsibility, which exist in connection with the business relationship with the Schnellecke Group.

### 2.2 PROHIBITION OF CORRUPTION

The Schnellecke Group expects a zero-tolerance policy from its suppliers and business partners towards any form of corruption, bribery, venality, granting of benefits, fraud or bad-faith in business transactions. As a business partner of the Schnellecke Group, they agree to ensure, that their employees and company representatives do not offer or accept any bribes or other forms of granting benefits to/from customers, public officials or other third parties.

### 2.3 AVOIDANCE OF CONFLICTS OF INTEREST

Suppliers and business partners of the Schnellecke Group are required, to make their decisions based exclusively on factual criteria and to not be influenced by personal interests or relationships.

### 2.4 FAIR MARKET BEHAVIOUR

Suppliers and business partners of the Schnellecke Group must comply with the applicable laws on antitrust and competition law. As a business partner of the Schnellecke Group, they pay attention to fair competition and adhere to the ban on anti-competitive agreements with competitors and suppliers.

### 2.5 PROTECTION OF DATA AND TRADE SECRETS

Suppliers and business partners of the Schnellecke Group must comply with the respective applicable laws for the protection of personal data of employees, customers, suppliers and other third parties. As a business partner of the Schnellecke Group, they are also obliged, to treat all non-commonly known commercial and technical details, that they become aware of by the business relationships with the Schnellecke Group as trade and business secrets.

# 3.

## ENVIRONMENTAL PROTECTION AND PRODUCT SAFETY

### 3.1 ENVIRONMENTAL RESPONSIBILITY

Suppliers and business partners of the Schnellecke Group have a responsible and sustainable approach to environmental protection and commit themselves to make all reasonable efforts to protect the environment and minimise negative impacts on the environment and protect resources. For this, they comply with all applicable statutory requirements for environmental protection and sustainability and have all environmental permits and licences required for their company. Chemicals and other substances that can pose a danger if they are released into the environment must be identified. Appropriate hazardous material management must be set up for them, so that they can be safely handled, stored, transported and disposed of by appropriate procedures.

### 3.2 WASTE AND EMISSIONS

Suppliers and business partners of the Schnellecke Group have suitable systems concerning the safe handling of waste, air emissions and waste water. It is expected, that suppliers and business partners of the Schnellecke Group use a suitable environmental management system, in order to meet their environmental responsibility. It is recommended, that the suppliers and business partners of the Schnellecke Group create an appropriate carbon dioxide and/or environmental balance for their products and services.

### 3.3 PRODUCT SAFETY

Suppliers and business partners of the Schnellecke Group comply with all applicable product safety regulations. All products and services must, upon delivery, meet the contractually defined criteria for quality, safety and labelling.

### 3.4 RESPONSIBLE RAW MATERIALS SUPPLY CHAIN

The Schnellecke Group expects its suppliers and business partners to ensure a sense of responsibility for resource procurement. They are encouraged to prevent the procurement and use of conflict materials that are obtained by unlawful, ethically reprehensible or unreasonable measures. To comply with their due diligence along the supply chain we recommend using appropriate documentation measures.

# 4.

## COMPLIANCE CONTROL AND REPORTING OF NON-COMPLIANCE

### 4.1 VERIFICATION OF COMPLIANCE WITH THE REQUIREMENTS

Schnellecke Group reserves the right to verify compliance with sustainability standards in the supply chain by appropriate means. The verification can be carried out by means of a questionnaire (supplier self-disclosure) or through the use of experts on site, whereby the latter may only take place after prior announcement and in the presence of representatives of the business partner. Self-responsible compliance with the sustainability standards must be carried out in such a way that no further costs are incurred by Schnellecke Group.

### 4.2 REPORTING OF NON-COMPLIANCE

The whistleblower system of the Schnellecke Group is responsible for reports of serious violations of rules and laws by employees belonging to the Schnellecke Group. Within the framework of a transparent and fair procedure, whistleblowers, those affected and the company are equally protected. In the event of concrete indications of potential misconduct, we request that this be reported to

[compliance@schnellecke.com](mailto:compliance@schnellecke.com).





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Corporate Compliance & Auditing  
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