



Code of Conduct for Suppliers and Business Partners of FFT Produktionssysteme GmbH & Co. KG (Code of Conduct)

At FFT Produktionssysteme GmbH & Co. KG (meaning FFT and all its affiliates), we consider sustainability to be an essential component of our business processes. We purchase raw materials, commodities and services from suppliers worldwide so as to secure the sustainable success of our customers by providing innovative solutions for products and services.

This requires responsible management that strives for a long-term, value-added business model. For this reason, our suppliers are an integrated part of our sustainability strategy. In all our procurement activities, we carefully take into consideration a set of economic, process-driven and technical criteria as well as essential social and ecological factors such as human rights, labor conditions, anti corruption concerns and environmental protection.

Irrespective of different products, services, markets, regions or processes, the principal factors for supplier assessment and evaluation at FFT are always cost, quality, reliability, innovation and sustainability.

At FFT, we expect that our suppliers comply with applicable national statute, with the principles of the United Nations Global Compact, and with the FFT Supplier Code of Conduct. Furthermore, we expect our suppliers to introduce suitable processes within their organizations that support compliance with applicable statute and that drive continuous improvements with regard to the principles and requirements laid out in the FFT Supplier Code of Conduct. Moreover, we expect from our suppliers to ensure compliance with these principles and requirements by all their affiliates.

For the purposes of this Supplier Code of Conduct, an "affiliated company" shall mean an enterprise in which one of the parties holds a direct or indirect participating interest of more than 50% of the voting registered capital.

Conduct towards employees

At FFT, we expect that our suppliers respect and comply with the fundamental rights granted to all employees under applicable national statute. Furthermore, we expect our suppliers to fully recognize the labor standards issued by the International Labor Organization (ILO), taking into due account the applicable laws and regulations in different countries and at different sites.

Child labor

At FFT, we expect our suppliers to prohibit and refrain from any kind of child labor within their organization.

Discrimination

At FFT, we expect that our suppliers promote equal opportunities and equal treatment. Furthermore, we expect our suppliers to prohibit any form of discrimination in recruiting, promoting or selecting employees for basic or advanced training programs. Within the organization of our suppliers, no employee may be discriminated against based on his or her gender, age, color, race, nationality, sexual orientation, disabilities or religious conviction.

Forced labor

At FFT, we expect our suppliers to prohibit any kind of forced labor in their organization.

Freedom of association

At FFT, we expect our suppliers to respect the right of their employees, to the full extent of applicable national statute, to form a workers council, collective bargaining unit or other employee representations, and to enter into collective bargaining.

Remuneration and working time

At FFT, we expect our suppliers to fully comply with applicable national statute on working time. Furthermore, we expect that the employees of our suppliers receive a remuneration which is in line with applicable national statute.

Occupational health and safety

At FFT, we expect our suppliers to fully comply with applicable national statute governing health and safety at work. Furthermore, our suppliers are expected to establish and maintain an appropriate occupational health and safety management System. This includes containing actual as well as potential health and safety risks at work. Moreover, our suppliers are expected to train their employees for the purpose of preventing accidents and occupational diseases as best as possible.

Environmental protection

At FFT, we expect our suppliers to comply with all applicable national laws, regulations and standards to protect the environment. Our suppliers are expected to establish and maintain a suitable environmental management system (e.g., in accordance with ISO 14001, or national equivalent) to minimize environmental impact and hazards, and to improve environmental protection in their everyday operations.

Prohibition of corruption and bribery

At FFT, we expect our suppliers to have zero-tolerance for corruption and to ensure compliance with all United Nations (UN) and Organisation for Economic Co-operation and Development (OECD) conventions against corruption, and with all governing anti-corruption laws. In particular, our suppliers are expected to ensure that their employees, subcontractors and agents do not offer, promise or grant any advantages to any FFT employees or related parties with the goal of securing an order award or any other form of preferential treatment in their business transactions.

Invitations and gifts

At FFT, we expect that our suppliers refrain from presenting any invitations or gifts to our employees so as to gain any form of influence. Any invitations or gifts extended to FFT employees or related parties, if any, must be reasonable and suitable with a view to scope and design, i.e. they must be of low financial value and reflect ordinary local business custom. We also expect our suppliers to refrain from asking FFT employees or related parties for any inappropriate advantages.

Preventing conflicts of interest

In our suppliers' business dealings with us, we expect our suppliers to take decisions based on objective criteria only. Any factors that might influence our suppliers' decisions due to private, business or other conflicts of interest must be prevented from the start. The same applies to relatives and other related parties.

Unrestricted competition

At FFT, we expect our suppliers to always compete in a fair manner and to comply with applicable antitrust laws and regulations. Our suppliers are expected not to enter with competitors into agreements that might constitute a breach of antitrust law, nor to take advantage of any dominant market position they might hold.

Money laundering

At FFT, we expect our suppliers to comply with all applicable statute governing the prevention of money laundering, and not to participate in any money laundering activities.

Supplier relations

At FFT, we expect our suppliers to communicate the principles laid out herein to their subcontractors and subsuppliers.

Compliance with the FFT Supplier Code of Conduct

We will review our suppliers' compliance with the principles and requirements laid out in the FFT Supplier Code of Conduct regularly. Therefore we reserve the right to consult with each supplier and to appoint a qualified third party to perform a sustainability audit at the supplier's site.

Any violation of the principles and requirements set out in this FFT Supplier Code of Conduct will be regarded as a serious violation of the supplier regarding his contractual obligations towards FFT.

In the event that supplier is suspected of violating any of the principles laid out in the FFT Supplier Code of Conduct (e.g. based on negative media reports), FFT reserves the right to request from the supplier that all relevant information be disclosed.

Furthermore, FFT reserves the right to stop any business with all suppliers who are in clear, verifiable violation of the FFT Supplier Code of Conduct and/or who are neither seeking nor implementing measures for improving their sustainability performance. In the event that a supplier evidently fails to fulfill any of the principles and requirements set out in this FFT Supplier Code of Conduct, or refuses to implement measures for improving his sustainability performance, FFT reserves the right to immediately terminate any or all contracts with the supplier for cause.

References

United Nations Global Compact
www.unglobalcompact.org

Universal Declaration of Human Rights
www.un.org/en/rights

International Labour Standards (ILO)
www.ilo.org/global/standards/lang-ten/index.htm

Suppliers Declaration:

- We, the undersigned, hereby confirm on behalf of our company (the „Supplier“) that
1. we have received the FFT Supplier Code of Conduct.
 2. by signing this document, we undertake to acknowledge and comply with all provisions and principles laid out in the FFT Supplier Code of Conduct,
 3. this Supplier Declaration shall be governed exclusively by the substantive law of the Federal Republic of Germany.

Supplier's name Business stamp:

Place, Date

Name (block letters) Signature _____