

## **Code of conduct for ebm-papst suppliers**

### **Laws and regulations**

The supplier is obligated to observe each country's applicable national laws and regulations.

### **Corruption and bribery**

The supplier is obligated to tolerate no form of corruption or bribery and never to engage in it in any way.

### **Forced labour**

Every kind of forced labour is prohibited. Every employment must be voluntary and founded on employment types that correspond to the national laws and procedures.

### **Child labour**

Child labour is prohibited in accordance with the provisions of international laws.

The minimum age for employment must not be under the age of the end of general compulsory education and never under 15 years. Every form of exploitation and employment under working conditions which are harmful to the health of teenage employees is prohibited. The rights of teenage employees must be protected in every way.

### **Harassment**

All employees are to be treated with dignity and respect. The privacy and personal rights of every individual are to be respected. All employees must be free from subjection to corporal punishment, threat of assault or other forms of physical, sexual, psychological or verbal assault.

### **Remuneration**

The wages for normal working hours, including overtime as well as overtime pay and extras, must meet or exceed the legal provisions.

### **Working hours**

The maximum permitted number of working hours to which an employee may be committed is 48 hours per week. Exceptions are allowed only if special business requirements apply or if national provisions prescribe fewer working hours per week. The maximum overtime per week is 12 hours. The working hours must not exceed a total of 60 hours per week. Overtime must be worked on a voluntary basis only.

### **Non-discrimination policy**

All employees have the right to equal treatment and the same opportunities. The suppliers must ensure that no employee is discriminated against on the basis of gender, age, religion, race, caste, social background, ideology, handicap, ethnic and national origin, nationality, membership in labour organisations including unions, political conviction, sexual orientation or on the basis of other personal traits.

This relates to matters including job placement, remuneration, additional benefits, promotions, vocational training and termination of the employment relationship.

### **Working conditions, health and safety**

The supplier must provide its employees with a workplace that is safe, sanitary and poses no health risk. Provisions and procedures must be introduced to the workplace and communicated to the employees in order to avoid accidents and injuries while performing duties or as a result of operating the employer's equipment. All applicable national regulations regarding working conditions must be observed.

**Freedom of assembly and collective bargaining**

The supplier is obligated to acknowledge and respect the right of employees to freedom of assembly and collective bargaining.

**Environment**

The supplier must observe the legal and international standards pertaining to environmental protection (prohibited materials lists, laws, standards and guidelines). Environmental impact must be minimised and environmental protection continuously improved.

**Supply chain**

The supplier is called upon to promote compliance with this code of conduct among its suppliers to the greatest extent possible and to observe the principles of the non-discrimination policy when selecting and dealing with suppliers.