

## **Compliance rules for ROVEMA GmbH suppliers**

### Introduction

As a premium provider of packaging machines and systems, ROVEMA GmbH (ROVEMA) and all of its subsidiaries (ROVEMA Group) feel a special responsibility toward society, employees and business partners, which is reflected in the ROVEMA Code of Conduct. The ROVEMA Code of Conduct provides all ROVEMA Group employees with assistance in performing their tasks in a moral, legal and ethical manner.

We expect all of our suppliers to help us in living up to this responsibility by actively supporting and respecting our values and principles in their own business activities.

The compliance rules apply to all suppliers and service providers in a contractual relationship with ROVEMA and comprise fundamental principles we regard as important for our suppliers. We expect our suppliers to pass on these obligations to their own suppliers, if applicable.

### Integrity and management

ROVEMA believes that sustainable business is based on the integrity and reliability of all persons involved in the business relationships. These are our key principles with regard to integrity and management:

1. Promoting an open, fair and competitive business environment.
2. Compliance with all relevant applicable laws and regulations.
3. All business and financial information regarding ROVEMA and its trading partners is confidential and must not be transferred to third parties.
4. Conflicts of interest must not impair our proper business processes.
5. Gifts and gratuities must not be given or received with the intention to influence business processes or other decisions.

### Human rights

ROVEMA supports the values embedded in the Universal Declaration of Human Rights and the core treaties of the International Labour Organization, which are based on equal respect for the dignity of the individual.

Our key human rights principles are:

1. The working environment should provide a safe place to work and promote employees' health.
2. Employees must be treated fairly with regard to appropriate working hours, regular holidays and performance-based remuneration.
3. Employees are hired in accordance with the equal opportunities principle, without discrimination on the grounds of race, colour, gender, religion, group affiliation or origin.
4. No involvement in child, forced or bonded labour; particularly compliance with the relevant standards of the International Labour Organization.

5. Employees are entitled to found and/or join an independent employee representation body / union, which may negotiate collective agreements with regard to working conditions.

### Environmental protection and sustainability

ROVEMA endeavours to protect the environment and comply with the environmental and statutory provisions relevant to its operations. These are our key environmental protection principles:

1. The processes within the production and supply chain are designed so as to efficiently use available resources and keep the environmental impact to a minimum. The disposal of waste and waste water is regulated in compliance with the relevant rules.
2. Our suppliers support our efforts to promote, develop and distribute environmentally friendly technologies.

### Notice

ROVEMA expects all of its suppliers to support ROVEMA in its endeavours to fulfil these key principles by integrating them in their own business practices. Our suppliers should implement all steps required to ensure that the key principles of the supplier code are communicated to their employees. Suppliers should implement all suitable steps to ensure that their own suppliers apply the key principles of the ROVEMA compliance rules.

### Compliance

ROVEMA expects its suppliers to comply with and live by the key principles of the ROVEMA compliance rules. ROVEMA will monitor their conduct during daily operations in this respect.

ROVEMA implements a continuous improvement process together with its suppliers so as to ensure adherence to the key principles of the compliance rules.

In the case of violations of these compliance rules, other guidelines and regulations or statutory provisions being detected, information should be promptly, quickly and truthfully passed on to ROVEMA to ensure that effective measures can be implemented to protect the public, business partners, the company and its employees .

In the case of non-compliance being detected, ROVEMA and its suppliers will find means and ways to remedy such non-compliance as quickly as possible. If the parties fail to reach an agreement or if no solutions are found, ROVEMA may terminate the business relationship and the current agreements, as a last resort.