Supplier Code of Conduct



KNOLL Maschinenbau GmbH values the cooperation with its suppliers and would like to ensure that a partnership is built on mutual respect and ethical conduct. As part of our commitment to ethical business practices, we have a supplier code which outlines the expectations of those with whom we cooperate.

Inspired by the <u>Global Compact Initiative of the United Nations</u>, the code of conduct for suppliers reflects our understanding of these ESG standards.

As our supplier and business partner, we expect you to adhere to the following principles:

- 1. Compliance with laws and regulations: Your activities adhere to the laws, regulations and standards that apply to your industry. These include, inter alia, compliance with labour law, environment protection and combating corruption.
- 2. Health and safety: You attach importance to the health and safety of your employees, customers and end customers. Therefore, you ensure that your workstations and your products and services do not pose any risk or danger.
- 3. Your activities respect human rights and do not permit any form of forced or child labour, discrimination or harassment. You are responsible for ensuring that these principles are observed in all your business activities.
- 4. Environment protection: You minimise the influence of your activities on the environment and promote sustainable practices.
- 5. Business ethics and conduct: In your business you adhere to the highest standards of integrity and ethics and avoid any form of bribery and corruption.
- 6. Confidentiality: You must protect all confidential information made available by our company and only use this information for the intended purpose. Disclosure to third parties is not permitted.
- 7. Continuous improvement: You constantly strive to improve your products, services and processes in order to meet or exceed the expectations and industry standards.

We recognise that our suppliers are essential for the success of our company. However, we reserve the right to terminate our business relationship with each supplier who does not adhere to this code.

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Should you have any questions or concerns regarding our supplier code, please do not hesitate to contact us.

We would like to thank you for your continuous support and your commitment to adhering to ethical business practices.

Mario Koch (Team Leader Purchasing)