

BakerHicks - Supplier Code of Conduct

BAKERHICKS is committed to acting sustainably in all areas of its business, while complying with the highest ethical standards. Our suppliers (suppliers of materials and services) make a significant contribution to our sustainable growth and overall success.

BAKERHICKS promotes innovation and social sustainability to ensure the long-term success of BAKERHICKS and its stakeholders. For this reason, BAKERHICKS requires strict adherence to ethical principles relating to working conditions, environmental protection, safety, health and management systems. BAKERHICKS is committed to supporting and respecting human rights. BAKERHICKS expects its suppliers to support and respect human rights.

Mission und fundamental values

To improve the quality of live for the current as well as future generations is our vision. Our mission is supported by our core value that all our actions should contribute to a more sustainable world. For us, sustainability means creating added-value simultaneously on two fronts: social responsibility and economic performance. At BAKERHICKS, we believe that sustainability involves a commitment to meet the needs of the three most important pillars - people, earth and business success. Sustainability guides us in all our activities and forms the basis for our Code of Conduct for BakerHicks suppliers, which provides us with guidelines for our business activities and our cooperation with suppliers.

Realization

We believe that sustainability includes the involvement of our direct and indirect (production-related and non-production-related) suppliers, contractors and distributors in our pursuit of economic performance, environmental quality and social responsibility, both within our own company and in our value chain. We therefore expect from our suppliers and contractual partners to demonstrate their willingness and commitment – also on behalf of their subsidiaries – to comply and to demonstrate this codex, both locally and worldwide, to expect this from their suppliers too.

Based on dialogue with our suppliers and, if necessary through training, we strive for an appropriate implementation of the Code of

Conduct for Suppliers in order to continuously improve our business activities.

Compliance

We expect our suppliers to take a proactive approach to implementing and complying with the standards set out in the code.

This includes the collection and evaluation of adequate and up-to-date information, the setting of measurable goals and targets, and the regular monitoring and review of progress.

This also includes the use of all resources and skills appropriate to the task.

BakerHicks expects from his employees to report each violations of the code in their cooperation with business partners to the appropriate management level.

Focus points of our Code-of-Conduct

- **No discrimination** – Suppliers shall refrain from any form of harassment or discrimination based on race, ethnic background, nationality, age, religion, sex, sexual orientation, disability, political or trade union membership and any other basis according to local laws.
- **Fair treatment** – Suppliers must ensure that there is no gross or inhuman treatment at the workplace. This includes sexual harassment, sexual abuse, corporal punishment, mental or physical coercion, verbal abuse of employees or threatening any of these behaviors.

- **Forced labour and child labour** – Suppliers must work to protect the human rights of their employees and commit to treating them with dignity and respect.
Suppliers shall avoid forced labour and child labour and act in accordance with Conventions 138 (on the minimum age for admission to employment), 182 (on the prohibition and immediate action for the elimination of the worst forms of child labour) of the international Labour Organization, the labour code regulations §5 (Ar GV5), the UN Convention on the rights of the Child Article 32 and the Protocol on Forced Labour of the International Labour Organization (IAO).
- **Health and Safety** – Suppliers must apply strict guidelines with regard to health and safety. The target is to create an accident- and injury-free work environment and to prevent absences due to occupational diseases or ill health caused by our activities. At all levels, suppliers must actively identify and eliminate unsafe situations and work continuously to improve the health protection of their employees.
- **Freedom of association** – Suppliers shall respect the right of their employees freedom of association and collective negotiation where required by law.
- **Fair compensation** – Suppliers will pursue a fair compensation policy, in accordance with applicable collective bargaining laws, in which performance will be appropriately rewarded.
- **Reporting concerns** – All workers should be encouraged to report concerns or illegal activities in the workplace without threats of reprisal, intimidation or harassment. Suppliers must review reports and take corrective action if necessary.
- **Environmental Impacts** – Suppliers must ensure and demonstrate continuous improvements in environmental protection, including reduction of raw materials, energy, emissions, product releases, noise and waste, and reduction of dependence on natural resources and hazardous substances through the issuance of clear targets and optimization strategies.
- **Product stewardship** – In accordance with the principles of product stewardship, suppliers shall identify risks and environmental impacts associated with their products during the production, distribution and transport processes and throughout the product life cycle. They shall look for ways to minimize these risks and impacts. In this context, suppliers share the necessary knowledge, skills and experience with their own suppliers, customers and other parties.
- **Continuous improvement** – Suppliers shall ensure their products, work processes, production processes and services from continuous evaluation and improvement processes. Suppliers shall ensure that these processes are carried out in a controlled and appropriate manner for their customers.
- **Waste** – Suppliers shall establish or have established a procedure in accordance with applicable legislation for the safe handling, storage, transportation, use and disposal of waste.

Suppliers are required to conserve natural resources, avoid the use of hazardous substances wherever possible and promote measures for reuse and recycling.
- **Information** – Suppliers shall provide their customers and the public with clear information on the environmental and safety aspects of their products and production processes.
- **Safety and health risks for local residents** – Suppliers shall systematically and periodically assess the impact of their emissions and waste in connection with their regular activities, either independently or

through an external party. These results shall be documented as required by law.

- **Emergency plan** – Suppliers shall take all reasonable and practicable steps to establish an emergency plan covering the most likely emergencies.
- **Law and Regulation** – Suppliers will operate in full compliance with international, national and local laws and regulations relating to their business activities and will be required to do so where these include stricter requirements than local laws and regulations.
- **Free and fair competition** – Suppliers value free and fair competition in all countries of the world. They therefore comply with applicable competition laws in all regions in which they operate and have introduced strict guidelines in this regard.
- **Embargoes and Commercial Law** – Suppliers shall respect applicable commercial law and trade restrictions imposed by the United Nations or other national or supranational bodies or governments. They have also introduced strict guidelines to ensure compliance with these laws and restrictions.
- **Corruption** – BAKERHICKS does not tolerate bribery or other forms of corrupt business conduct. Suppliers shall refrain from any form of corruption, including extortion and active or passive bribery. They must ensure that their own suppliers meet these requirements.
- **Gifts** – Suppliers understand that BAKERHICKS employees will not give or accept gifts or favors that may affect or call into question the neutrality of decisions of BAKERHICKS or its affiliates.
- **Conflicts of Interest** – Suppliers shall provide BAKERHICKS with all available information regarding conflicts of interest,

including the financial interests of BAKERHICKS employees in relation to the Suppliers' operations.

- **Confidentiality and data protection** – Suppliers must ensure the confidentiality of information and its proper use and ensure that the data protection rights of the company, employees and customers are protected. The General Data Protection Regulation (EU-GDPR) must be complied with.
- **Transparent accounting** – Suppliers' books and related records provide truthful, fair and complete information about the nature of the underlying transactions.
- **Business Continuity** – Suppliers shall strive to comply with policies and plan to mitigate the risk of crime, threats, pandemics, terrorism, natural disasters and related major accidents.
- **Hazard information** – Safety information on hazardous substances, including pharmaceutical compounds and intermediates, shall be provided to educate, train and protect workers from hazards.
- **Innovation** – BAKERHICKS serves innovative customers with innovative products and services that help improve people's health and quality of life through early detection, prevention, diagnosis and treatment of disease.

Suppliers should support BAKERHICKS in their efforts by informing BAKERHICKS about innovations at an early stage and making them available. Suppliers are expected to protect BAKERHICKS's intellectual property and related rights.

- **Legal and customer requirements** – Suppliers must know, identify and comply with all applicable laws, regulations, standards and relevant customer requirements.

- **Documentation** – Suppliers shall maintain the necessary documentation to demonstrate compliance with these required requirements and the relevant regulations.
- **Training and competencies** – Suppliers must have a training program in place to ensure that management and employees have sufficient knowledge, skills and competencies to meet these requirements.
- **Continuous improvement** – Suppliers will ensure continuous improvement, by setting performance targets, implementing plans and taking the necessary corrective actions in the context of internal and external audits, inspections and management reviews of identified deficiencies is expected.
- **Economic Sustainability** – Suppliers must conduct all sales and contract negotiations with BAKERHICKS through BAKERHICKS Purchasing or its agents. Suppliers are obliged to recommend measures that create added value for BAKERHICKS and can lead to a competitive advantage (e.g. cost reductions and/or efficiency improvements).