

# Internal Code of Conduct

All employees are expected to maintain high standards of professionalism, ethics and respect in all of their duties and interactions by complying with our internal Code of Conduct. Our Code of Conduct is there to help us live up to our shared values and build our corporate culture:

Personal approach	Competent	Committed
We value personal encounters. We take responsibility and create long-term value for the customer and ourselves.	Our constant development allows us to acquire the specialist knowledge we need to play a greater part in	We listen to our customers and propose optimised custom solutions.

## Ethics and integrity

We expect all of our employees to act with the highest degree of honesty and integrity in every business relationship and interaction.

the supply chain.

We abide by all applicable laws, regulations and company policies and refrain from all forms of unethical or illegal conduct.

#### Respect and collaboration

We value diversity and respect each other's differences regardless of gender, gender identity or expression, sexual orientation, ethnicity, belief system, disability or age.

We promote a culture of openness, collaboration and respect in which all employees can feel welcomed and appreciated.

### Occupational Health & Safety

We are committed to creating a safe, healthy workplace environment where risks are minimised and accidents prevented.

All employees are expected to comply with safety regulations and report any hazardous conditions or incidents immediately.

### Confidentiality and data protection

We protect our company's confidential information and our customers' personal information and use it solely for business purposes.

We respect and comply with all applicable laws and regulations regarding data protection and privacy.

### Professional behaviour

We expect all employees to behave professionally and represent the company in a positive way in all circumstances. Participants in all meetings are expected to use acceptable language characterised by respect, professionalism and courtesy.

No form of harassment, discrimination or bullying will be tolerated but will be dealt with in accordance with company policies and legislation.



## The use of company resources

The Company's resources, including time, equipment and property, must be used efficiently and responsibly to promote the Company's goals and business.

The use of Company resources for personal purposes or in violation of Company policies is not permitted.

#### Reporting non-compliance

All employees are urged to report any non-compliance with the Code of Conduct or other policies to company management or the appointed safety representative.