



RITTER Starkstromtechnik GmbH & Co. KG
44225 Dortmund

CODE OF CONDUCT FOR SUPPLIERS AND SERVICE PROVIDERS

FOREWORD

The reputation of RITTER Starkstromtechnik GmbH & Co. KG has steadily grown since its foundation. Our business partners, such as customers, suppliers and service providers, base the trust they place in us on a long-standing cooperation with, and the solidity of, a company that has dynamically developed and continuously improved over the years.

We are therefore responsible to ensure that our products and services are created in a value-added chain that is in accord with ecologically and socially responsible entrepreneurial activities.

RITTER Starkstromtechnik has therefore summarized its expectations in our suppliers and service providers as regards

- social responsibility,
- ecological responsibility and
- ethical social behavior

in the following „Code of Conduct for suppliers and service providers“.

This Code of Conduct is based on, and makes reference to, valid laws and regulations as well as international conventions, such as the universal declarations of the United Nations, the guidelines on children's rights and for entrepreneurial activities, the United Nations' Guiding Principles on "Business and Human Rights", the international labor standards of the International Labor Organization (ILO) as well as the Global Compact of the United Nations.

RITTER Starkstromtechnik expects from its suppliers and service providers to act accordingly and presumes that these principles of ecological, social and ethical behavior are shared, observed and integrated into their corporate culture.

The contracting parties therefore agree that the following rules and regulations are valid for their future cooperation. This agreement shall be regarded as the basis for all future deliveries and services.

Dortmund, February 2019

02/2019



RITTER Starkstromtechnik GmbH & Co. KG
44225 Dortmund

CODE OF CONDUCT FOR SUPPLIERS AND SERVICE PROVIDERS

1. SOCIAL RESPONSIBILITY

WORKING CONDITIONS

The supplier shall safeguard the human rights and treat his employees with dignity and respect. This refers to all employees, including temporary and migrant workers, student assistants, contract agency workers, permanent employees and any other types of staff.

1.1 FREE CHOICE OF EMPLOYMENT

The exploitation of forced labor, slave labor and any other comparable type of labor shall be prohibited. Every work must be done voluntarily and the employees must be free to terminate their working relationship or the employment at any time.

1.2 NO CHILD LABOR

Child labor is prohibited. Persons under the age of 15 (depending on the country's laws under 14 years), persons of compulsory school age or persons not having reached the minimum age for employment as stipulated in their respective countries must not be employed. Employees under the age of 18 must not carry out work that may endanger the health and safety of young people. In such case, special measures to protect the children/youths shall be taken.



RITTER Starkstromtechnik GmbH & Co. KG
44225 Dortmund

1.3 WORKING HOURS

The weekly working time must not exceed the statutory maximum number of hours as determined accordingly. Moreover, the weekly working time must not exceed 60 hours in total, including overtime. An exception hereof are emergencies and extraordinary circumstances. Employees shall be granted at least one work-free day within a seven-day week.

1.4 WAGES AND SOCIAL BENEFITS

Apart from commercial conditions, from the requirements of the economic development and from the productivity, the wages and salaries paid to the employees shall be in conformity with the applicable national laws on remuneration, which also include the laws on minimum wages, on overtime and on statutorily determined social benefits. The remuneration must also put the employees in a position to participate in the social, cultural and political life.

1.5 HUMANE TREATMENT

Employees must not be treated with disproportionate strength or in an inhuman way, which includes sexual harassment and abuse, physical reprimand as well as physical and mental ill-treatment. This shall also apply if such treatment is merely threatened.

1.6 NON-DISCRIMINATION

The supplier shall not tolerate any unlawful discrimination or harassment among his personnel. Nor must the supplier discriminate employees due to their race, color, age, gender, sexual orientation, ethnic origin, disability, pregnancy, political affiliation, religious belief, union membership or marital status in the course of his recruitment and employment practice and when it comes to promotions, remuneration decisions or access to measures of further qualification.



RITTER Starkstromtechnik GmbH & Co. KG
44225 Dortmund

1.7 FREEDOM OF ASSOCIATION

The supplier shall grant his employees the right, in line with the relevant national laws, to form and join associations as well as to safeguard their interests.

1.8 HEALTH AND SAFETY

The supplier accepts that a safe and healthy working environment will contribute to improving the quality of products and services as well as to the employees' motivation.

1.9 HEALTH AND SAFETY AT THE WORKPLACE

The supplier shall make sure that systems, processes and/or measures exist in his company to ensure the compliance with national statutory health and work safety regulations. Potential safety risks shall be identified, assessed and eliminated by the supplier by suitable measures. The employees shall be informed about potential safety risks as well as the correct and safe behavior and be instructed accordingly about protective measures to be implemented. If such measures do not ensure a reasonable control of risks, the employees shall be provided with the respective personal protective equipment.

1.10 EMERGENCY MANAGEMENT

Potential emergency situations and events shall be identified and assessed. Their impact shall be minimized by the introduction of emergency plans and reporting procedures.



RITTER Starkstromtechnik GmbH & Co. KG
44225 Dortmund

2. ECOLOGICAL RESPONSIBILITY

The supplier acknowledges that responsible environmental behavior is an integral part of the production process. Negative effects on the environment shall be avoided and the natural resources shall be treated gently in the course of manufacturing goods and products.

2.1 ENVIRONMENTAL PROTECTION

The supplier has implemented systems, processes and/or measures and obtained the relevant permits, so as to ensure his compliance with the national statutory environmental regulations. The employees shall be instructed how to avoid environmental risks.

2.2 HAZARDOUS SUBSTANCES

Chemicals or other materials posing a danger to the environment when being discharged shall be identified and treated in such a way that they can be safely handled, shipped, stored, used, recycled or disposed of.

2.3 RESTRICTIONS AS REGARDS PRODUCT CONSTITUENTS

The supplier shall comply with all valid national laws, regulations and customer specifications as regards the ban on, or the restriction of, specific substances. This includes also the labeling requirements concerning the recycling and disposal.



RITTER Starkstromtechnik GmbH & Co. KG
44225 Dortmund

3. BUSINESS ETHICS

The supplier and his representatives shall strive for high ethical standards in the course of performing their social obligations and when positioning themselves in the market. This includes the observance of the following principles:

3.1 LAW-ABIDING BEHAVIOUR

The supplier shall always abide by all applicable national laws and other regulations in the course of his business activities.

3.2 INTEGRITY

All business interactions shall be based on the highest integrity standards. The supplier shall not tolerate any forms of bribery, corruption, black-mailing, fraud and embezzlement and prohibit any attempts thereof. All business processes shall be kept transparent and verifiable in the supplier's records.

3.3 BAN ON GRANTING/ACCEPTING PERSONAL ADVANTAGES

Bribes or any other means of gaining an inadmissible or inappropriate advantage must neither be offered nor be accepted, not even the promise of it. There shall be procedures in place and be applied to supervise and enforce these requirements, so as to ensure that the anti-corruption laws are properly complied with.

3.4 FAIR COMPETITION (ANTITRUST LAW)

The supplier shall be committed to fair competition and pursue his business activities by complying with the valid antitrust laws and regulations.



RITTER Starkstromtechnik GmbH & Co. KG
44225 Dortmund

3.5 AVOIDANCE OF INTEREST CONFLICTS

Decisions shall be taken exclusively on the basis of objective, business-related considerations and not under the influence of personal interests.

3.6 PROTECTION OF CONFIDENTIAL INFORMATION

Business secrets and personal information shall only be used to the extent admissible and necessary; they shall be reasonably protected.

3.7 EXPORT/IMPORT LAWS

The valid laws and regulations concerning export and import controls as well as the customs regulations shall be duly observed.

3.8 DISCLOSURE OF INFORMATION

Information about business activities and the company's structure, financial situation and economic performance shall be disclosed in line with the applicable regulations and usual customary practices specific to the industrial sector concerned. Falsifying business records and the misrepresentation of conditions and procedures in the procurement chain are unacceptable.

3.9 INTELLECTUAL PROPERTY

Rights in intellectual property shall be respected. The technology transfer and the transfer of know-how shall be effected in such a way that the intellectual property rights are protected.