

Code of conduct for the suppliers of the MEYER Group

Preamble

The MEYER Corporation, of whom AIP Innenproject GmbH is a member, is a loyal and trusted employer and partner of its suppliers and takes its responsibilities towards society extremely seriously. For this reason, the MEYER internal code of conduct has been drawn up in order to explain and guarantee the basic social rights of employees, the employment principles and the objective of protecting the environment and limiting the consumption of natural resources. These binding principles are orientated towards the relevant conventions of the International Labor Organization, the applicable national legal regulations, collective contracts and the commercial principles of our companies.

The MEYER Corporation expects its suppliers to commit to observing basic social rights and the compliance rules and to protect the environment in the way in which the MEYER Corporation has set out in its code of conduct by means of self-obligation. In order to ensure compliance with the basic social rights, all suppliers of the MEYER Corporation must declare their agreement to this code of conduct for suppliers before entering into a business relationship with us. As a rule, co-operation with the MEYER Corporation is subject to acknowledging this code of conduct and compliance with the rules stated within it. Breaches of this code of conduct for suppliers will not be tolerated and will lead to appropriate consequences.

§ 1 Basic obligations

1. Human rights: The supplier must observe and support the promotion of internationally recognized human rights. All of its employees are obliged to ensure that these generally recognized human rights are complied with.
2. Prohibition of discrimination: Equality of opportunity and equal treatment must be ensured and actively promoted, regardless of ethnic origin, skin color, gender, religion, nationality, sexual orientation, social origin or political views, should these relate to democratic principles and tolerance in relation to people who have different beliefs. As a rule, employees are selected, appointed and promoted according to their qualifications and capabilities.
3. Free choice of employment: Any use of forced labor, including bonded labor or involuntary work by persons in incarceration is rejected.
4. Prohibition of child labor: Child labor is prohibited. The minimum statutory age for employment is strictly enforced in accordance with the applicable laws and ordinances.

5. Freedom of association: The basic right of all employees to form trade unions and employee representations, as well as to join these, is recognized.

6. Working time: The supplier must ensure that the maximum working times mandated by law in the respective country are complied with.

7. Health and safety in the workplace: The suppliers must guarantee the safety of employees and their health in the workplace within the framework of the national provisions. The supplier must take all possible precautions to avoid accidents and must train all of its employees in health and safety. The standards for safe and hygienic work conditions for all employees at a MEYER Corporation location will be checked by us. In order to ensure healthy working conditions, reasonable measures to safeguard personal health and safety in the workplace are taken.

§ 2 Reasonable accommodation and hosting

1. The respective accommodation and hosting assigned to the employees of our suppliers must comply with the minimum standards for reasonable living conditions as a minimum. Accommodation and hosting are deemed to be reasonable if these fulfill the regulations of the relevant local authorities and the laws and ordinances which apply in the country in which the work takes place as a minimum.

2. The supplier is obliged to accept the regulations, including all resulting obligations, set by the respective authorities.

3. On the basis of national laws and the requirements of the local authorities, the supplier stated that it agrees to grant access to authorized representatives of the MEYER Corporation for inspection purposes, as well as access to the accommodation which is rented or owned by the supplier.

§ 3 Remuneration

1. The supplier must pay its employees the prescribed minimum wage in accordance with national laws and legal regulations, including applicable collective agreements.

2. On request, the supplier must provide sufficient, written proof that the minimum wage defined in accordance with (§ 3.1) has actually been paid.

§ 4 Environmental obligations

Everybody must behave responsibly in relation to the environment during all work processes and minimize the consumption of natural resources, such as electricity, raw materials and water and must attempt to minimize the carbon footprint. One of the principal obligations of the respective supplier is to avoid contamination of the environment by taking all reasonable precautions and to observe international

treaties and contracts concerning the protection of the environment, as well as applicable national legal regulations. In addition, environmentally friendly behavior on the part of employees should be promoted by the supplier.

§ 5 Business ethics

1. Prevention of fraud and bribery: The supplier must refrain from fraudulent behavior, corruption, blackmail and bribery in all forms and must ensure in particular that payments, gifts or other benefits in relation to customers (including employees of the MEYER Corporation), officials and other parties are in accordance with the applicable laws relating to the prevention of bribery.

2. Cartel laws: The supplier observes the rules of fair competition. By means of this, the supplier complies with existing laws and ordinances concerning the maintenance and promotion of competition, in particular applicable cartel laws, as well as legislation regulating competition. When dealing with competitors, these provisions prohibit agreements and other activities which are intended to influence prices or conditions, the allocation of sales territories or customers or the taking of measures which are intended to restrict fair and open competition. Furthermore, these provisions prohibit contracts by means of which customers are inhibited in their freedom of freely setting prices and other terms when selling on.

3. Conflicts of interest: When dealing with suppliers and state authorities, the interests of the company and the personal interests of the employees must be strictly separated by both sides. Actions and decisions must be taken independently of considerations which do not concern the transaction at hand and which relate to personal interests.

4. Operating secrets: The supplier must place an obligation on its employees to observe business and operating secrets. It is prohibited to disclose confidential information and documents to third parties without reasonable authority or to grant access to third parties in other ways, unless reasonable authorization has been granted or if the information is not publicly accessible.

5. Subcontractors: The supplier is obliged to notify its immediate contracting partners of the principles of this code of conduct, to promote compliance with its contents by its contracting partners to the best of its ability and to also oblige these to comply with the code of conduct for suppliers. In addition, the supplier is required to recommend to their contracting partners that they require their contracting partners in turn to comply with this code of conduct for suppliers.

6. Compliance: The supplier is free to implement additional codes of conduct with stricter requirements in relation to ethical behavior for itself and its employees. It is obliged to inform its employees of the provisions of the code of conduct for suppliers and the resulting obligations. In order to ensure compliance with this code of conduct for suppliers and to provide proof, the supplier retains all relevant documentation and provides evidence on request. In order to be able to check compliance with this code of conduct, the supplier declares its agreement that the MEYER Corporation itself or a third party can visit and inspect the operational processes and facilities at one's own expense following reasonable prior notification.

§ 6 Breaches

1. Should a supplier breach its obligations under this code of conduct for suppliers, the MEYER Corporation is entitled to demand that the supplier fully fulfills its obligations within a reasonable deadline or demands that its subcontractor fulfills its obligations and avoids any types of breach.

2. Should a breach of applicable laws or this code of conduct become apparent, the MEYER Corporation must be notified immediately. In case of a breach of applicable laws or this code of conduct for suppliers, the MEYER Corporation reserves the right to terminate the contractual relationship.

3. The provisions of this code of conduct for suppliers do not affect or impair other rights of the MAYER Corporation under law or contract to which it is entitled in any way.