

Code of Conduct for Berlac AG, Switzerland

Preamble

This Code of Conduct defines the basic behavioural requirements and ethical standards expected of all employees, managers and partners of Berlac AG in Switzerland. Compliance with these guidelines ensures the integrity and professional behaviour of our business activities and contributes to compliance with legal requirements.

Employee rights

We are committed to respecting and promoting the rights of our employees. Discrimination, harassment and unlawful discrimination in the workplace will not be tolerated. The health and safety of our employees is our top priority. We support education and the right to collective bargaining and ensure that working hours, breaks and overtime are managed in accordance with local laws.

Environment, health and safety

Our factory is committed to environmental protection measures that exceed compliance with legal regulations. We implement sustainable practices in production, minimise environmental impact and promote the responsible handling of chemical substances and waste products.

Conflicts of interest

Employees are required to avoid any kind of conflict of interest. Any potential or actual conflict of interest must be reported immediately. Decisions are to be taken in the best interests of the company, free from personal gain.

Anti-corruption and anti-bribery policy

We are committed to strict compliance with all applicable anti-corruption laws. All forms of corruption, bribery or any other unethical behaviour are strictly prohibited.

Relationships with governments and their representatives

We act transparently and ethically in all our dealings with governments and government representatives. We strive for fair and honest dialogue and always comply with applicable laws and regulations.

Relationships with customers, suppliers and external third parties

We treat all our business partners with respect and fairness. Contracts and agreements are always executed diligently and in accordance with fair business practices.

Money laundering and anti-terrorism

We reject any form of support or involvement in money laundering or terrorism financing. Financial transactions must be documented clearly and comply with legal requirements.

Forced labour, child labour, conflict minerals

We stand for human rights, fair working conditions and reject all forms of forced and child labour. The sourcing and use of conflict minerals is strictly avoided as well.

Insider trading

All employees who have access to confidential information are obliged not to misuse this information for the trading of stocks or other financial transactions.

Proper accounting and internal control over financial reporting

All financial records and reports are required to be accurate and prepared in accordance with applicable accounting standards. Internal control systems are regularly reviewed to ensure their effectiveness.

Closing words

Every employee is responsible for compliance with this Code of Conduct. Violations may result in disciplinary action, including termination of employment. We encourage all employees to ask questions, raise concerns and make suggestions to improve our policies and practices.

Sissach, in October 2024

Willy Scheuchenpflug
CEO