



Code of conduct for employees

Sustainability is a key element of the InoNet mission statement and an integral part of our business strategy.

Foreword by the management

We inspire our customers as a partner who always strives for the best possible solution for the sustainable success of its customers.

We are constantly developing and implementing new technologies and inspiring concepts for sustainable, energy-efficient and durable computer solutions, for perfect automation solutions or unique functionalities, supported by outstanding services.

We think outside the box, look for insights for a holistic approach and go a decisive step further.

The consistent focus on our customers, the search for alternative raw materials and solutions, recyclable materials, energy-saving production methods, efficient processes and social commitment are the starting point for our pursuit of sustainability.

Sustainability is a globally recognized concept that aims to achieve lasting economic growth without damaging our planet or exhausting its resources, in an effort to improve the quality of life of present and future generations. It makes a significant contribution to the success of a company and secures its future development.

InoNet Computer GmbH is a company that, when designing business processes and strategies, strives to implement the ten universally recognized principles of the United Nations Global Compact in the areas of human rights, treatment of employees, environmental protection and anti-corruption, as well as to respect the code of conduct of the RBA (Responsible Business Alliance).

For us, the active involvement of our employees is the sustainable key to customer and therefore company success. We promote commitment, integrity, enthusiasm, transparency and an open communication culture in order to provide decisive impetus for the sustainable growth of InoNet Computer GmbH together with involved, independent employees.

We are currently working together with our employees on a new, innovative business model and the far-reaching improvement of all our processes. In this context, we are also examining the strategy and system of our CSR and HSE activities in order to implement far-reaching approaches for the future of InoNet Computer GmbH - always with the involvement of our customers and employees.



Ioannis Armenis
Managing Director

Foreword

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The InoNet Code of Conduct for Employees is based on these proven principles of sustainability, which have also been incorporated into some important internal regulations of InoNet Computer GmbH:

- **Sustainability** is a key element of the InoNet mission statement and an integral part of our business strategy.
- InoNet has clearly its commitment to the topic of "sustainability" with a **Sustainable Development Policy**¹.
- InoNet's **Human Rights Position** clarifies our commitment to upholding internationally recognized principles in the areas of human rights and working conditions.
- Our **Corporate Compliance Policy** deals with key areas of law in which the ethical and legally impeccable conduct of InoNet employees is of the utmost importance to the company.

All of this makes it clear that InoNet Computer GmbH takes responsibility for implementing social, ecological and ethical standards in the company and that the principles of sustainable development are implemented in its daily work processes.

InoNet Computer GmbH therefore provides its employees with this Code of Conduct with the aim of strengthening the common understanding of how sustainability should be implemented in day-to-day business.

¹ InoNet Sustainable-Development Policy

1. Ethics

In order to fulfill our social responsibility, we expect our employees to adhere to the highest ethical standards. The requirements include the following aspects:

Integrity in business transactions

We reject corruption, extortion, embezzlement and embezzlement in any form. We expect our employees to neither practice nor tolerate them.

We prohibit our employees from promising, offering or accepting bribes or other unlawful payments, gifts or other benefits for personal gain.

Fairness in competition

Our employees behave fairly in competition and respect the applicable antitrust laws.

Disclosure of information

Our business processes are transparent and are accurately reflected in our accounts. Disclosure is made in accordance with the relevant regulations and procedures.

Protection of confidential information & intellectual property rights

Our employees use and protect confidential information in an appropriate manner. We ensure that data worthy of protection and the valid intellectual property rights of our own employees and business partners are properly secured. We also respect intellectual property such as inventions, literary and artistic works, designs and symbols, names and images used in trade and will not use or publish them without authorization. This applies in particular to intellectual property that is protected by patents, copyrights or trademarks.

Fair advertising and fair competition

We comply with the standards of fair advertising and fair competition.

Creation of opportunities to report unlawful behavior

We have set up a complaints management system for our employees with defined reporting channels through which possible unlawful behavior can be reported. Every report should be treated confidentially. The contact persons are expected to carry out investigations on the basis of the reports and, if necessary, to take action.

Conflict minerals

We ensure that no products are ordered and used that contain metals whose source minerals or derivatives originate from a conflict region where they contribute directly or indirectly to the financing or support of armed groups.

Data protection

We comply with the applicable laws and regulations when collecting, storing, processing, transmitting and passing on the personal data of our business partners and employees.

Export controls and economic sanctions

We comply with all applicable import and export control laws, sanctions and embargoes that impose restrictions on the export or re-export of goods, software, services and technology to certain destinations and prohibitions on transactions involving certain restricted countries, regions, organizations and individuals. Corresponding regulations for our suppliers are set out in our terms and conditions of purchase. We review any affected business partners as required.

Money laundering

We ensure that the applicable legal provisions against money laundering, i.e. the smuggling of illegally generated money or illegally acquired assets into the legal financial and economic cycle, are complied with.

Plagiarism

The market success of our products and services is inextricably linked to their quality. This places high demands on all employees in terms of creativity, diligence, orderliness and precision. We do not tolerate deliberate or negligent behavior that results in a reduction in our quality. For this reason, the use of plagiarized or counterfeit materials is prohibited. By purchasing our raw materials from official and certified sources/suppliers, we minimize the likelihood of counterfeit materials and plagiarism being introduced into our products. Should counterfeit materials or plagiarism nevertheless be detected during one of the regularly performed quality assurance measures, they are immediately isolated and the original parts manufacturer (OEM) and/or any law enforcement authorities are notified.

2. Dealing with employees and colleagues

We respect human rights and treat our employees and colleagues fairly and respectfully. This includes the following aspects:

Avoidance of child labor

We reject child labor in our supply chain. Suppliers are expected to avoid any kind of child labor in their companies. The definition of child labor is based on the principles of the United Nations Global Compact and the core labor standards of the ILO2 (International Labor Organization). We ensure this in our supply chain through our orders and framework agreements.

Free choice of workplace

We do not allow forced labor in any form whatsoever in our company and expect the same from our suppliers! Our employees have the right to terminate the employment relationship at any time in accordance with the conditions agreed in the employment contract, which is not a matter of course in all countries.

Diversity and inclusion

Equal treatment of all employees is an essential principle of our company policy and for cooperation within the company. Discriminatory behavior typically relates - consciously or unconsciously - to personal characteristics such as race, national origin, gender, age, physical characteristics, social background, disability, trade union membership, religion, marital status, pregnancy, sexual orientation, gender identity and expression or any other unlawful criterion. The department heads ensure that their employees are not harassed in any way. InoNet Computer GmbH encourages employees to create an inclusive and supportive work environment as part of our recruitment and employment practices and in selection of our subcontractors. We provide our employees with reasonable accommodations for their religious practices.

Humane treatment

We treat our employees and colleagues with dignity, free from sexual harassment, sexual abuse, corporal punishment, mental or physical coercion or verbal abuse and without threat of such treatment. The disciplinary principles and procedures to support these requirements are clearly defined and communicated to our employees.

Working hours, wages and other benefits

Our employees comply with the applicable rules and regulations on working hours. We also ensure that employees receive remuneration that complies with the applicable laws and ensures an adequate standard of living. Wage reductions as disciplinary measures are only permitted in accordance with the applicable national law; this does not affect any possible claim for damages on a contractual or statutory basis. Remuneration and other benefits enable our employees and their families to enjoy an adequate standard of living. We pay our employees on time and ensure that they

receive an understandable payslip at the end of each pay period showing the correct remuneration. When employing temporary workers, we comply with the applicable laws and regulations. We offer our employees appropriate training and development opportunities.

Freedom of association

The management of InoNet Computer GmbH maintains open and constructive communication with its colleagues and employees. In accordance with local laws, we respect the right of our employees to freely associate, join trade unions, appoint employee representatives if necessary, form a works council and engage in collective bargaining. Employees who engage as employee representatives are not discriminated against.

3. Health protection, safety, environmental protection and quality

We ensure a safe and healthy working environment, as this is the only way we can protect our employees, safeguard the quality of our products and services and guarantee the continuity of our productivity. We act in an ecologically responsible and resource-conserving manner. Furthermore, we ensure quality in all our business processes.

Health protection, safety, environmental protection and quality regulations

We comply with all applicable regulations regarding quality, health, safety and environmental protection. All required permits, licenses and registrations are obtained and maintained. Employees and management fulfill their operational and reporting obligations.

Product safety

Product safety data sheets with all necessary safety-relevant information are available to our employees for all hazardous substances used.

Health and safety in the workplace

We ensure that our employees are protected from any chemical, biological and physical hazards, physically demanding activities in the workplace and risks arising from the use of the infrastructure provided in the workplace. Our employees themselves also ensure appropriate controls, safe working procedures, preventive maintenance and the necessary technical protective measures to reduce health and safety risks in the workplace. If hazards cannot be adequately controlled by these measures, our employees are provided with suitable protective clothing.

Safety information on hazardous substances - including components in intermediate products - is made available to our employees for training and protection. We offer our employees a safe and healthy working environment

Pregnant women and breastfeeding mothers are not exposed to any working conditions with a degree of danger, and breastfeeding mothers have appropriate opportunities to withdraw.

Process reliability

We implement safety programs to control and maintain all work processes in accordance with applicable safety standards. Our employees deal with product-related issues and their potential consequences at every stage of the manufacturing process. For hazardous equipment, specific risk analyses are carried out and measures are taken to prevent incidents such as tool breakage and/or fire hazards.

Emergency preparedness, risk information and training

We provide our employees with safety information on identified workplace risks and carry out appropriate training to ensure adequate protection. This enables our employees to identify and assess probable and possible emergency situations in the workplace. The impact is minimized through the provision of emergency plans and the associated reporting procedures.

Occupational accidents and diseases

We have implemented a procedure for the prevention, management, reporting and follow-up of occupational illnesses and accidents at work. Our employees will be informed at regular intervals via annual safety training. This includes encouraging employees to report occupational accidents and illnesses, supporting and assisting them, remedying the causes and facilitating their return to work.

Sanitary facilities and food

We provide our employees with clean sanitary facilities, drinking water and facilities for the hygienic preparation, consumption and storage of meals at all times.

Health and safety messages

We hold training courses once a year to inform our employees about workplace safety and health. For new employees, this takes place after recruitment as part of the induction process. The lists of our first aiders are kept up to date at all times and are displayed in every department.

Environment

Waste and emissions

We have implemented systems that ensure safety in the handling, transportation, storage and recycling of waste, waste gases and wasting water. All activities that could potentially have a negative impact on human health or the environment are not used. Where necessary, they are handled, measured and controlled in an appropriate manner before these substances are released.

Resources and climate protection

Resource and climate protection is a central component of our thinking and actions. We use natural resources (e.g. water, energy sources, raw materials) sparingly. Negative effects on the environment and climate should be minimized or eliminated at the point of origin or through procedures such as modifications in the production process, material replacement, conservation and recycling. We are committed to the development and use of climate-friendly products and processes to reduce electricity consumption and greenhouse gases.

Disposal and recycling

We label, store and dispose of materials that a risk to the environment or people in accordance with regulations. We separate solid waste and recycle it where possible. Participants shall comply with all applicable laws, regulations and customer requirements regarding the prohibition or restriction of specific substances in products or the manufacturing process, including labeling requirements for recycling and disposal.

Quality

Quality requirements

We comply with generally accepted or contractually agreed quality requirements to provide products and services that meet our customers' needs, perform as promised and are safe for their intended use.

4. Management systems

We have implemented management systems that support compliance with applicable laws and regulations and the requirements of our customers and promote continuous improvement in relation to the expectations set out in this Code of Conduct. This includes the following aspects:

Commitment of the company

A declaration of principles on our company's social and ecological responsibility has been confirmed by the management and is available to all employees.

Accountability and responsibility of the management

The responsibilities for the required management systems are clearly defined within the company. The management reviews the management systems at regular intervals.

Legal and other requirements

We comply with all applicable laws, regulations, contractual agreements and generally recognized standards.

Communication of sustainability criteria in the supply chain

We communicate the principles set out in this Code of Conduct throughout our supply chain.

Commitment and responsibility

We fulfill the expectations of this Code of Conduct through written performance goals, targets and implementation plans to improve social, environmental, health and safety performance, including regular evaluation of our performance in achieving these goals.

Risk management

We apply processes to identify, determine and monitor risks in all areas addressed in this Code of Conduct and all applicable legal provisions.

Continuous improvement and feedback from employees

We continuously improve our sustainability performance through appropriate measures. Feedback from our employees plays a key role in this. We check at regular intervals whether they know and understand the contents of this Code of Conduct and give them the opportunity to lodge a complaint if violations are identified.

Corrective measures

Any shortcomings identified during internal or external assessments are promptly rectified with appropriate corrective measures.