

## Supplier Code PRIVERA AG

### 1. General

Ethical conduct and the principles of legal, economic, ecological and social responsibility are all essential components of PRIVERA AG. This includes long-term and trusting partnerships and law-abiding behaviour by suppliers. PRIVERA AG obtains services from suppliers throughout Switzerland in order to secure the long-term success of the company and its clients through the use of innovative products and services. The Supplier Code applies to all suppliers of PRIVERA AG as well as to their employees. PRIVERA AG expects its suppliers to implement the principles set out in this Supplier Code within their companies. It is the responsibility of the suppliers to PRIVERA AG to verify compliance with the following listed principles in their own supply chain.

### 2. Business ethics

#### 2.1. Compliance with legal regulations

The suppliers of PRIVERA AG undertake to comply with all applicable legal regulations, to respect human rights and, in particular, to uphold the dignity of human beings.

#### 2.2. Prohibition of corruption

PRIVERA AG does not tolerate any form of corruption (examples include bribery or the granting or acceptance of unlawful advantages) from its suppliers, irrespective of whether this takes place directly, via intermediaries, in connection with private individuals or public officials. In particular, the arrangement (active bribery, granting of advantages) or the acceptance (passive bribery, acceptance of advantages) of benefits that have the purpose of obtaining an illegal advantage are prohibited.

#### 2.3. Fair competition

PRIVERA AG expects its suppliers to comply with national laws that have the purpose of protecting fair competition. These include the laws governing unfair competition and anti-trust laws. Agreements with competitors concerning prices, sales conditions, quantity restrictions, sales territory divisions and bids for public tenders etc. are strictly prohibited.

#### 2.4. Product safety

PRIVERA AG products and services as well as products purchased from its suppliers do not endanger either people or the environment and meet the agreed or legally prescribed standards regarding product safety. Suppliers are required to communicate information clearly about safe use.

#### 2.5. Prohibition of forced labour and child labour

PRIVERA AG does not tolerate forced or child labour, either at PRIVERA AG or at its suppliers. The minimum age for entering employment in accordance with the applicable governmental regulations must be observed by suppliers. Should no national statutory provisions exist, then the core ILO labour standards will apply.

#### 2.6. Prohibition of all discrimination

PRIVERA AG does not tolerate any discrimination and expects its suppliers to prohibit all forms of discrimination within their organisation, for example based on gender, marital status, race, colour, origin, religion, sexual orientation, disability, political opinion or other personal characteristics.

2.7. Prohibition of disciplinary sanctions

PRIVERA AG demands that its suppliers do not punish employees physically or mentally in any way. This applies in particular when employees, acting in good faith, report corporate practices that violate national, international or internal regulations.

### 3. Working conditions

3.1. Occupational health and safety

The ultimate objective of PRIVERA AG is an accident-free workplace. All suppliers are obliged to comply with the occupational health and safety regulations at their locations. Each supplier must introduce guidelines and procedures for occupational safety and health protection and make these known to their employees so that accidents and occupational illnesses can be avoided.

3.2. Living wages

PRIVERA AG requires its suppliers to be aware of their social responsibility towards their employees and for their remuneration and working hours to be fair and appropriate. Suppliers must grant their employees the social benefits that they are entitled to by law or contract.

3.3. Working hours

PRIVERA AG expects its suppliers to enable their employees to strike a balance between work and leisure time and to comply with the applicable national statutory provisions regarding working hours. Employees are expected to have an entitlement to statutory annual leave.

3.4. Freedom of association

PRIVERA AG expects its suppliers to maintain open and constructive communication with their employees and employee representatives. Employees shall have the right to collective bargaining and to organise themselves into trade unions. Suppliers shall not discriminate against employees who are engaged as employee representatives.

### 4. Compliance with environmental standards

4.1. Environmental legislation

PRIVERA AG expects its suppliers to comply with the applicable national environmental laws.

4.2. Avoidance and reduction of environmental pollution

PRIVERA AG expects its suppliers to reduce emissions in their production processes, to monitor polluting emissions and to treat these to the maximum extent possible before they are released into the atmosphere. Waste is to be avoided or recycled as far as is possible. The suppliers to PRIVERA AG are required to develop methods for the transport, storage as well as safe and environmentally-friendly treatment and disposal of waste.

4.3. Responsible resource management

The suppliers to PRIVERA AG are required to support activities that ensure a responsible sourcing of raw materials. The procurement and use of raw materials obtained illegally or through ethically objectionable or unacceptable means is to be avoided.

The use of raw materials such as conflict minerals that are subject to embargoes or other import restrictions is forbidden. Suppliers are therefore obliged to identify such raw materials in manufactured products in the supply chain, and to disclose the origin and sources of supply of the raw materials that they use.

#### 4.4. Avoiding dangerous substances

Substances whose release poses a risk to humans and the environment should be avoided. The suppliers to PRIVERA AG must maintain a hazardous substance management system that ensures the safe use and transport, plus the safe storage, reprocessing, reuse and recycling of hazardous substances.

#### 4.5. Environmentally-friendly products

When developing their products and services, the suppliers to PRIVERA AG undertake to ensure that these make economical use of energy and natural resources. Wherever possible, the products should lend themselves to being reused, recycled or disposed of safely. The products supplied to PRIVERA AG must not contain any substances of concern that need to be dealt with under REACH regulations. If indicated, any affected substances must be reported in advance to PRIVERA AG. Materials or purchased parts that do not comply with RoHS specifications must be substituted by the supplier in consultation with PRIVERA AG.

## 5. Implementation

### 5.1. Monitoring and burden of proof

Upon request, the supplier must furnish properly and comprehensively all the necessary information relating to an initial assessment, in the context of a self-assessment. Over and above this, the supplier will also furnish additional information that demonstrates compliance with the Supplier Code. PRIVERA AG has the right to monitor the implementation of this Code and to check this through supplier audits. The supplier must, without being requested to do so, inform PRIVERA AG about events that conflict with the principles of the Supplier Code.

### 5.2. Non-fulfilment

Any violation of the principles and requirements set out in the PRIVERA Supplier Code constitutes a material breach of contract by the supplier. In the event of non-compliance with the Supplier Code, PRIVERA AG reserves the right to demand that remedial measures be implemented within a reasonable period of time, as specified by PRIVERA AG. If the deadline is not met, or if there are serious violations of the principles and requirements specified in the Supplier Code, then PRIVERA AG has the right to terminate the cooperation without notice if necessary.