



CODE OF CONDUCT



1. PREAMBLE

1.1. PURPOSE

Based on our values, we have laid down the most important rules of behaviour in a code of conduct that is binding for all employees. Each individual is obliged to read and understand the Code of Conduct. Each individual is responsible for complying with the Code of Conduct and undertakes to report any breaches of the Code immediately. If you have any questions or reports, you can contact your line manager or the HR department. We also expect all suppliers with whom we work to act in accordance with the essential content of this Code of Conduct.

1.2. SCOPE OF APPLICATION

This Code of Conduct applies to all employees of DELTA Zofingen AG, ARTILUX Swiss Safety (ASS) AG, ARTILUX (ASS) GmbH and KUHN UND BIERI AG (hereinafter referred to as the employer or company) as well as to all function levels. This also includes apprentices and employees of external companies who work in or for the company. It is an integral part of the employment contract and is applied in addition to it.

2. LAWS AND INTERNAL GUIDELINES

We comply with the applicable legal regulations. In addition, we observe the internal guidelines to which we have voluntarily committed ourselves. We know the rules that apply to us and comply with them consistently.

3. ETHICAL MANAGEMENT

We are committed to fair competition without agreements on prices. We reject all corruption, extortion, embezzlement or any form of bribery and do not tolerate such behaviour. We promote transparency, acting with integrity and responsible management and control within the company in an appropriate manner.

We maintain a partnership-based, trusting and constructive relationship with our customers and suppliers in accordance with the generally recognised business practices of fairness, ethics and honesty.

4. CONFIDENTIALITY

We always use information that we acquire in the course of our business activities conscientiously and only to the extent permitted and commercially justified. In particular, we do not make confidential information and business secrets accessible to unauthorised persons, either internally or externally. We do not misuse such information for the personal or unauthorised benefit of third parties. We treat the personal data of our employees, our customers and our suppliers with particular confidentiality and take appropriate protective measures. We always adhere to the principles of data protection.

5. NO DISCRIMINATION

We are committed to gender equality and the equal treatment of people with different origins or backgrounds. Harassment or discrimination of any kind will not be tolerated and will be penalised. We respect each other's privacy and personal integrity.

No one may be harassed, discriminated against or disadvantaged because of their race, skin colour, nationality, origin, gender, faith or ideology, political views, age, physical constitution, sexual orientation or appearance. Sexual assaults are prohibited.

6. APPROPRIATE COMPENSATION

Our employees receive a fair salary and social benefits for their work. Wages are paid on time, regularly and in full. The level of wages must reflect the qualifications and educational level of the employees and relate to the regular working hours.

7. OCCUPATIONAL HEALTH AND SAFETY

We offer our employees optimal working conditions by complying with legal regulations to ensure physical and mental health and safety in the workplace. We ensure that systems are in place to identify, assess, prevent and control potential risks to the health and safety of employees. We take effective measures to prevent potential accidents, injuries and illnesses to employees that are related to or occur during the course of work. We also expect our employees to be actively involved and aware of the dangers.

8. FAIR WORKING CONDITIONS

We are committed to good and progressive working conditions. We treat each other with care, fairness, appreciation and respect. We endeavour to create a motivating and performance-oriented working environment characterised by personal responsibility.

9. NO CHILD LABOUR

We do not tolerate child labour. Neither directly nor indirectly may children under the legal minimum age, which may not be less than 15 years, be employed to complete compulsory schooling.

10. SPECIAL PROTECTION FOR YOUNG WORKERS

We ensure that young people do not work at night and are protected against working conditions that jeopardise their health, safety, morale and development.

11. NO FORCED LABOUR

We do not tolerate forced labour. No form of servitude, forced or compulsory labour, bonded labour, human trafficking or involuntary labour of any kind may be used.

12. RIGHT BALANCE BETWEEN WORK AND LEISURE TIME

We are committed to ensuring that employees can find a balance between work and leisure time. We observe the statutory maximum working hours. Holidays are for recreation. The respective line managers must ensure that employees actually take the holidays to which they are entitled wherever possible.

13. OPEN COMMUNICATION

We promote open, honest and clear communication with our employees, our customers and all our business partners.

14. SUSTAINABILITY AND ENVIRONMENTAL PROTECTION

We are committed to operating our business as sustainably as possible. We are constantly working to improve the sustainability of our actions. This not only serves to conserve precious resources, but also leads to lower costs for us and our customers. Wherever possible, we procure critical resources from sustainable sources. In our cooperation with business partners, we are committed to compliance with ecological and social labour and production conditions.

15. SOCIAL RESPONSIBILITY

We are aware of our social responsibility and support social, cultural and sporting associations, institutions and events in our region.

16. ACTIVE RISK MANAGEMENT

We secure jobs in the long term through active risk management. Where possible, investments are financed with our own funds.

Zofingen/Konstanz, January 1st, 2023