Principles of corporate responsibility, anti-corruption, code of conduct and ethics escalation policy

Compliance with ethical values is a prerequisite for economic success. This includes treating one another fairly and conducting day-to-day business within the framework of prescribed standards. We consider our customers' success to be the key to achieving long-term, sustained business success and continuous growth, and meeting all our stakeholders' requirements is therefore essential.

The management board is responsible for developing a sustainable corporate strategy, and implementing it accordingly. Integrity, coupled with compliance with legislation and ethical principles are the key elements in preserving the authenticity of our company (in an ethical and socially responsible way).

By combining the principles of management and quality, safety and environmental guidelines, we define standards and ways of working which guarantee that we respect and value our employees, create safe working conditions and adopt a sustainable approach to the environment.

The code of conduct covers:
- how our management perceives its responsibility,
- how our employees and colleagues treat one another,
- the conduct our customers expect from us,
- how we work with our suppliers, and
- how we behave when interacting with local government and the environment.

Every manager, and every staff member, is responsible for conducting themselves in accordance with this code. Our managers' conduct sets the example, for they embody the principles of conduct, and act accordingly in every situation.

Human rights
We respect and foster the value of every individual, and are committed to protecting and upholding international human rights. We of course reject all forms of child and forced labour. We do not tolerate any working conditions that are in conflict with international or local legislation and practices.

Discrimination
Our staff appointments, remuneration, further training opportunities, promotions, dismissals and retirement schemes do not discriminate in any way whatsoever on the basis of our employees' race, ethnic origin, gender, age, family status, religion or ideology, disability, pregnancy, sexual orientation, membership of a trade union or association with a political party, and we expressly expect the same conduct of our employees.

Freedom of association & right to collective bargaining
As Cordus GmbH, we respect the right of all employees to join or resign from, be active for, or to form, associations or organisations of their choice in order to promote and protect the their own interests. We adhere to corresponding agreements with collective representations from our employees with respect to locally applicable legislation and provisions.

Disciplinary measures
We expressly oppose the use of physical punishment, and mental or physical force and verbal abuse.

Employee motivation & further training
We consider motivated employees and their identification with our corporate objectives to be a key success factor. We place particular emphasis on encouraging our employees. We concentrate on job-related further training that can be applied within the company, as well as developing and promoting future management potential.

Health & safety
Protecting the health and safety of our employees takes highest priority and so we ensure a health and safe working environment. By complying with the safety provisions that apply within our company, each individual ensures a safe and healthy working environment.

Compliance with anti-trust & competition rules
We consider ourselves to be open and fair on global markets, with our high quality products, innovative solutions and reliability. We do not allow any form of unlawful and/or criminal practices such as e.g. bid-rigging, which excludes, distorts or restricts competition.

Conflicts of interest & bribery/corruption
All our employees avoid situations which bring their personal or financial Interests into conflict with those of the company. In particular, they are not permitted to acquire interests in the businesses of competitors, customers or suppliers, or enter into private business relations with them, if this would create a conflict of interests. Such a conflict arises always where the nature and scope of an interest is capable of influencing in any way actions taken in performing our company's activity. Our employees distance themselves unequivocally from demanding, accepting and receiving unfair or unlawful advantage which could influence business decisions or transactions. Equally, in business activities of any kind, none of our employees will offer, provide or attempt to enter into unfair advantages with business partners, their employees or other third parties, nor make any agreements in this respect.

Protection of assets & confidentiality
Every individual is expected to protect the company's material and immaterial assets, treat operational and business secrets and customer-related business information confidentially, and comply with the applicable principles of data protection.

Suppliers
We have high expectations of our suppliers, and require them to adhere to the same strict principles that we ourselves apply in the conduct of their business, and in particular in their treatment of their employees. As an importer, we are conscious of the precise designation and classification of good and raw materials, and the exact specification of their value and country of origin. We expressly comply with local customs and import laws, provisions and government authority procedures.

Export Control and Customs Laws
In international trade, we observe export bans, sanctions and embargoes. If we have any questions or are unsure, we will contact the relevant authorities. International trade in certain goods and services is subject to restrictions. For cross-border traffic, we have trained/informed the relevant responsibles accordingly in order to ensure compliance with export bans, sanctions and embargoes.

The environment & recycling
As a textiles and chemicals company, we are indebted to nature. Our state-of-the-art plants protect the environment at all times. Every employee plays a part in ensuring that high quality products are manufactured in environmentally-friendly processes, including the responsible use of energy as a resource.

Social commitment
We are expressly committed to our responsibility as citizens of the community in which we operate, and undertake to have open communication with all authorities, as well as social and public stakeholder groups.

Compliance
This code of ethics and conduct has been approved by the management board and brought to the attention of all employees. In performing their activities, our employees comply with this code without exception. More detailed or stringent guidelines may apply in certain regions, countries or roles, although these will be fundamentally in line with these corporate principles. Questions concerning the application of interpretation of these guidelines, or the reporting of potential infringements, should be directed to the particular manager. Procedures, practices or actions which are in conflict with this code must be corrected, and will result in disciplinary measures being taken.

Employees who engage in or carry out procedures, practices, or actions in violation of this code shall be instructed to discontinue this behaviour and shall be reprimanded with disciplinary measures. A violation of the code may result in a verbal warning, a written warning, or even contractual termination depending on the severity of the violation.

The failure of a supplier or other business partner to observe the code shall warrant the contacting of that supplier or other business partner regarding the violation with the aim of ensuring the discontinuation of this behaviour. A violation of the code may result in the termination of the business relationship depending on the severity of the violation.

If Cordus employees, suppliers or other business partners do not observe the code the managing director should be informed (m.bluemel-fischer.de).