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M+C Schiffer GmbH has made a commitment to the provisions of the amfori BSCI code of conduct (current version) with respect to its business partners and integrated it as a core element of our corporate policy. The code of conduct represents the reference framework for the responsible and gender-impartial conduct and for the ethical principles of our managers and employees.

All employees are responsible for compliance with these principles. The managers bear particular responsibility. They are required to communicate and exemplify the meaning and contents of the code of conduct. This should not restrict the scope of employees to act autonomously. The managers are responsible for ensuring that the code of conduct is followed.

- All employees are responsible for ensuring that their conduct corresponds to the principles of our code of conduct. The managers are responsible for ensuring compliance with statutory rules and regulations.
- Internationally accepted human rights are explicitly supported. All members of the company are to be treated with dignity and respect, including in the case of disciplinary actions.
- These actions may take place only in accordance with the current national and international rules and internationally accepted human rights.
- We comply with the statutory regulations of the Federal Republic of Germany.
- M+C Schiffer GmbH rejects all forms of forced labour.
- Any form of violence, harassment, inhumane or degrading treatment, abuse (mental or physical) in the work place or the threat of such / intimidation is absolutely not tolerated.
- All employees are required to treat one another with respect.
- We are firmly opposed to discrimination of any nature (ethnic origin, gender, religion, ideology, political allegiance/opinion, disability, age, sexual orientation, family responsibilities, illnesses or other conditions).
- Child labour and the exploitation of children and young people are not tolerated.

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- The company rejects bribery and corruption. Employees must ensure that no personal dependencies or obligations to customers or suppliers arise. Members of the company are permitted neither to accept nor to give gifts which it must be assumed from a reasonable perspective could influence business decisions. € 25 is considered to be the absolute limit here; from this value, the respective manager (at least at management level UFE) must be informed, so that influencing can be averted by means of a dual verification principle. Deviations from this regulation require the explicit consent of a manager from level OFE or higher in textual form. Contraventions will essentially be punished by action under employment law.

- 1) M+C Schiffer GmbH is committed to open and fair competition on all markets in the world.


Our company and our employees are not permitted to engage in practices that are illegal and/or criminally relevant, for example such as unlawful bid rigging, which distort competition.

- 2) Business and trade secrets must be treated as confidential. All internal affairs of the company that are not public knowledge (press, media etc.) are considered to be business and trade secrets. Disclosure to third parties without consultation with the respective manager (minimum of UFE) is prohibited.

Personal data are subject to special protection. This obligation continues after termination of the employment relationship and is regulated in the individual contracts of employment.

- 3) All employees have a duty to handle the property and assets of the company appropriately, economically and responsibly in every respect.
- 4) Strict compliance with our safety regulations and practices is a prerequisite for a safe working environment.
- 5) All employees are obliged to respond immediately to violations of these principles and to inform the manager responsible for the process. The contact here for employees who wish to do this anonymously is the chairman of the works council who will pass on the notification to the relevant point, in anonymised form if desired. Managers are directed to remedy any grievances immediately.

Moreover, M+C Schiffer GmbH has established a whistle-blower system to receive notifications of possible misconduct. Details of the application area, reporting options and process can be found in the [Directive on the handling of notifications at M+C Schiffer GmbH](#), available on the intranet at:

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https://www.mc-schiffer.lan/images/Rechtsvorschriften/Richtlinie_HinSchG_MC_Schiffer_GmbH.pdf.

- 6) The right of employees (with no discrimination and regardless of gender) to establish unions or organisations at their own discretion for the purpose of promoting and protecting the interests of the staff, to join or leave such and to work for such is respected.
- 7) The employer and the selected employee representation bodies cooperate in a spirit of trust, for the good both of the company and of the employees.
- 8) The amfori BSCI code of contact must be communicated actively to our business partners and relevant stakeholders along the supply chain (manufacture of items/products) as well as recruitment/staffing agencies.