Code of Conduct for Suppliers

Dear business partners,

vapic is committed to fair competition, responsible business behaviour, and integrity. This philosophy applies to everyone, to the owners, management, and employees of vapic GmbH.

We strive for the same level of values among our business partners, especially our suppliers. Therefore, we rely on our suppliers to commit to the following basic business rules:

1. Action in compliance with the law

- Your company complies with the laws, regulations and standards (the “Laws”) that apply to its business.
- In international business, your company focuses on compliance with the applicable export control and customs regulations that apply in the countries in which you operate.

2. Commitment to fair trade and business integrity

- Your company complies with the rules of fair trade, and you take appropriate measures to prevent violations of these rules.
- Your decisions are based solely on sound business judgement in business matters. You take appropriate measures to prevent active or passive corruption or bribery.

3. Respect for the interests of society

- Your company complies with the applicable tax laws and regulations on subsidies. You do not support any tax or subsidy fraud.
- You take appropriate measures against money laundering and do not support any activities of third parties in this regard.

4. Avoidance of risks to human health and the environment

- You ensure a safe and healthy working environment. You strive for continuous improvement in occupational safety.

- Your company complies with all applicable environmental regulations and standards.
- Your company strives for continuous improvement not only in occupational safety, but also in environmental protection. You apply a suitable management system in these areas.

5. Avoiding conflicts of interest and respecting the tangible and intangible property of third parties

- All decisions within your company are based solely on sound business considerations and performance-orientated criteria.
- Your company respects and protects the intellectual property of third parties as well as its own trade secrets and the trade secrets of third parties through an appropriate management system in accordance with the applicable laws and contracts.

6. Responsible handling of personal data and business secrets; data protection

- You respect the privacy of your employees and third parties, including but not limited to private personal data. You comply with the applicable data protection laws.
- Your company archives data and business secrets of business partners in an appropriate and lawful manner.
- You strive to continuously improve data protection and data security and maintain a suitable management system for this purpose.

7. Respect for human rights

- You respect the equality of all people regardless of their racial, ethnic, or social origin, their state of health, their gender and sexual orientation, their religion, and their age.
- You comply with the applicable laws for the recruitment, employment, and remuneration/wages of your employees.
- Your company respects the human dignity of every individual; you do not tolerate harassment in the workplace.
- You do not use any form of forced or compulsory labour or labour by children under the age of 15 (except for permitted vocational training, educational programmes or other activities approved by the respective government for the benefit of children). In countries that are developing countries in accordance with the ILO Convention, the minimum age for admission to employment may be 14 years.

8. Definition of rules in the supply chain

- You communicate the principles of this Code of Conduct for Suppliers of vapic GmbH and its objectives to your suppliers with the explicit aim of ensuring that they comply with the principles.
- You encourage and support your suppliers in setting up suitable management systems to ensure health protection and environmental protection, occupational safety, respect for human rights, data

protection, and data security as well as the avoidance of compliance risks in general.

- Where necessary, you verify whether your business partners aim to comply with laws and ethical standards for the protection of human rights, the environment and nature.

9. You take all appropriate measures to observe and enforce the above values and strive for continuous improvement

If you have any questions, please do not hesitate to contact us.

With kind regards,

vapic GmbH