



## **Ravensberger Schmierstoffvertrieb GmbH (RAVENOL) Sustainability / Code of Conduct**

Our principles of conduct are a guideline for employees, summarising the fundamental basic principles of our actions and supporting our employees in handling the legal and ethical challenges in their daily work.

### Principles of social responsibility

Sustainable economic management is a key component of the company culture at Ravensberger Schmierstoffvertrieb GmbH. The company stands by its social responsibility and declares the following principles:

#### **Human rights and observing the law**

We respect human rights and the respective laws, values, standards and social rules in all countries. We condemn forced labor, human trafficking and physical punishment, threatening and harassing of employees.

#### **Discrimination**

We do not tolerate discrimination of any type. We ensure equal opportunity and equal treatment, irrespective of ethnic background, skin colour, gender, disability, philosophy, religion, nationality, sexual orientation, social background or political views, where based on democratic principles and tolerance toward dissidents.

#### **Child labor**

Our actions are based on the relevant rules of the International Labor Organisation. We oppose any intentional use of forced or compulsory labour. Child labor is prohibited. We observe the statutory rules on employee minimum age.

#### **Corruption**

Pursuing the goal of successful and sustainable business, the quality and value of our products and services provide a competitive edge. We support national and international efforts not to influence or adulterate the competition through bribery and object to any actions of corruptions or harmful to the business.

#### **Freedom of association and compensation**

We recognize our employees' right to freedom of association. We profess to work openly and faithfully with the workers' representation, to hold constructive and cooperative dialogue and to pursue a fair balance of interests. Handling the workers' representation professionally, without tolerating any favouritism or discrimination, is part of our business culture. We advocate fair compensation, wages and benefits at a minimum comply with the local statutory standards.

#### **Occupational health and safety**

We fully accept our responsibility to ensure the safety and health of our employees. We ensure occupational health and safety in line with the respective applicable national provisions as well as based on the occupational health and safety provisions. We protect our employees from dangers in the workplace and support health promoting measures.

**Data protection**

Personal details are only recorded, processed or used if this is permitted by law or if the person involved has given permission. We are committed to the principles of sparing use of personal data and transparency in data processing. We protect the personal data of employees, former employees, customers, suppliers and other affected parties. Our Data Protection Officer supports the various departments.

**Environmental protection**

We bear responsibility for continuously improving the environmental compatibility of our products and conservative use of natural resources bearing economic aspects in mind. Our products, services and processes are designed to be environmentally sound. In all activities, we want to proactively avoid harmful effects on the environment. We use resources and energy economical. We strive to minimize waste, sewage, noise and other emissions. We produce eco-friendly products, looking at the entire lifecycle. Our largest suppliers are located in Germany.