

P3 group GmbH

Suppliers Guidline

This suppliers guideline is property of the company P3 group GmbH.



Table of contents

- I. Foreword 3**
- II. Aim and application 3**
- III. Requirements 4**
 - (1) Environmental protection 4
 - (2) Human rights and working conditions 4
 - (3) Industrial safety 5
 - (4) Ethics and compliance 6
- IV. Verification of compliance with the requirements 6**

I. Foreword

The following requirements explicate the expectations of the P3 group GmbH regarding the attitude and behavior of business partners in their business activities, especially regarding suppliers. They are aimed at both producing suppliers and service providers. Companies are requested to pass on these requirements to their employees as well as to their own suppliers and to ensure compliance.

II. Aim and Application

We do not only set high standards within the P3 group GmbH, but we also work to ensure compliance with these standards along the entire value chain. This approach is based on the realization, that responsible behavior and economic success are not mutually exclusive, but rather mutually beneficial.

The following sustainability policy is binding for all employees as well as managers and suppliers of all P3 companies. Non-compliance can result in termination of the employment contract and business relationship. In addition, business partners must take appropriate measures to ensure compliance with these requirements by their own business partners and along the supply chain.

III. Requirements

(1) Environmental Protection

With our commitment to ecological sustainability, we take social responsibility. We want to create an environment that minimizes our climate impact.

P3 has committed itself to work in accordance with environmental awareness. Therefore, we commit ourselves to comply with the relevant laws and regulations as well as the requirements set by the stakeholders regarding environmental protection. To this end, we continuously identify our stakeholders and review their environmental policy requirements. We also set ourselves additional goals that go beyond the provision of our services.

To realize our claim, we have defined the following binding guidelines:

- Environmental pollution
- Raw materials
- Water and air quality
- Environmental awareness
- Natural resource management and waste prevention
- Land, forest and water rights and forced eviction
- Biodiversity, land use and deforestation
- Energy efficiency
- Reporting on greenhouse gas emissions
- Renewable energies
- Soil quality
- Continuous improvement

We assume that our business partners and suppliers understand and comply with the principles defined in these guidelines.

(2) Directive on Human Rights and Working Conditions

Everyone has the right to be treated with dignity and fairness. As an internationally operating company, we are aware of our social and corporate responsibility. Respect for human rights and fair working conditions are the basis of all our activities. To this end, we regularly check compliance with the legal framework and identify and evaluate the requirements of our stakeholders. We assume that all employees, business partners and suppliers understand and comply with the principles defined in the following guidelines:

- Child labour and young workers
- Women's rights
- Rights of minorities and indigenous peoples
- Wages and social benefits
- Working hours
- Forced or compulsory labour and human trafficking
- Freedom of association and the right to collective bargaining
- Occupational safety
- Harassment and non-discrimination
- Diversity, equality and inclusion

(3) Industrial Safety

The applicable national and international legislation on occupational health and safety must be observed and complied with, in order to avoid health hazards. Occupational health and safety are obligatory tasks for every individual and managers are expected to set an example. In accordance with the applicable law, all P3 locations have a safety officer who is responsible for the compliance and implementation of measures regarding occupational safety. We assume that all employees, business partners and suppliers understand and comply with this policy:

- Personal protective equipment
- Machine safety
- Disaster preparedness
- Incident and accident management

- Workplace ergonomics
- Handling of chemicals
- Fire protection

(4) Ethics and compliance

P3, our managers and employees can be held liable for the actions of our business partners - such as our suppliers, representatives, consultants, and contractors - if the actions violate anti-corruption laws.

Before entering a business relationship, we ensure that potential suppliers, partners, consultants and other third parties do not violate the applicable guidelines.

In accordance with the Company's commitment to the highest ethical standards, management has approved and implemented principles and policies concerning the following issues:

- Anti-corruption guidelines
- Protection of intellectual property
- Plagiarisms
- Financial recording obligation
- Data protection and information security
- Fair competition and antitrust law
- Conflicts of interest
- Whistleblowing and protection against retaliation
- Disclosure of information
- Export controls and economic sanctions

IV. Verification of compliance with the requirements

The P3 group GmbH reserves the right to check compliance with the above mentioned requirements with suitable means. This verification can be done by means of questionnaires or by using local experts.

Such an on-site inspection shall only take place after prior notice and in the presence of representatives of the business partner during normal business hours and in compliance with the provisions of applicable law, in particular regarding data protection.

The above checks can be carried out for business partners. They also take place before the contract is concluded and are then mandatory for the contract. Any identified non-compliance with sustainability and compliance requirements in a supplier's supply chain will be assessed within a reasonable period of time. Non-compliance may result in termination of the employment contract and business relationship.