

# Business Partner Code of Conduct

Integrity, compliance with law and regulations, and responsibility towards people and the environment are the guidelines for chargebyte GmbH's entrepreneurial activities. We comply with globally recognized standards such as the United Nations Global Compact, the UN Guidelines on Business and Human Rights and the OECD Guidelines for Multinational Enterprises. We demand this from our business partners as well. We also have this demand on our business partners. We therefore expect our business partners to comply with the following principles:

## 1. Compliance with law and order

All applicable legal provisions and requirements that are relevant in the context of a business relationship with chargebyte must be complied with. This also applies to countries the partner operates in.

## 2. Prohibition of Corruption

All anti-corruption laws must be observed. Corruption will not be tolerated in business processes.

## 3. Fair Competition

The applicable rules of competition and antitrust law as well as the principle of fair competition must be observed.

## 4. Human and Labour Rights

All employees shall be treated equally regardless of their gender, age, color, culture, ethnic origin, sexual orientation, disability, religion or belief.

Employees shall be treated with respect and any form of sexual harassment, sexual abuse, physical punishment or torture, mental coercion, employment against their will and threats of such treatment will not be tolerated in the company.

Remuneration and working hours shall correspond to at least the respective national and local legal standards or the level of the national economic sectors/industries and regions.

The freedom of association of employees in accordance with the applicable national legislation shall be recognized. Members of workers' organizations or trade unions shall not get preferential treatment nor be disadvantaged.

## 5. Prohibition of Child Labor

The employment of workers who have not reached the minimum age according to ILO Convention 138 will not be tolerated.

## 6. Employee Health and Safety

The internationally recognised health and safety requirements must be complied with. Hazards and

accidents are to be eliminated or reduced by preventive measures.

## 7. Sustainable Environmental and Climate Protection

Environmental regulations and international standards must be observed. Resources are to be conserved; environmental pollution is to be minimized.

## 8. Raw Material Procurement

The composition of the products to be supplied must be known with regard to the legal requirements and compliance with these requirements must be ensured in the upstream supply chain. When procuring raw materials, the regulations on Conflict Minerals must be observed. When using Conflict Minerals, information must be provided along the entire supply chain using the appropriate templates. The "Material Compliance Requirements for Suppliers" must be observed.

## 9. Trade Controls & Restrictions

Existing trade controls are followed and import and export control regulations and economic embargoes are complied with. Restrictions and prohibitions may be based on the nature of the goods, the country of origin or end use or the identity of the business partner. The respective laws and regulations of the countries are supplemented by company-internal restrictions regarding the intended purpose.

For example, it is our rule not to participate in any activity or to cooperate with any company that supports the development, production or distribution of weapons or other military equipment.

## 10. Information Handling and Data Protection

Confidential and personal information must be protected and the applicable laws on data protection observed.

## 11. Implementation in the Supply Chain

Compliance with the principles in this Business Partner Code of Conduct will be promoted to your business partners in the best possible way.