

# CODE OF CONDUCT

## SUPPLIER AGREEMENT ON SUSTAINABILITY

### 1. OUR UNDERSTANDING - OUR FUTURE: „SUSTAINABILITY MAKES THE DIFFERENCE“

Acting sustainably and responsibly is a central corporate goal for PROLICHT. PROLICHT develops, produces and sells architectural lighting systems with high standards of technology and design and wants to ensure a flawless supply chain for its customers. We can only be commercially successful in the long term if the environmental impact of our business activities is in harmony with people and the environment. This policy is not only a guiding principle within the company - for all our employees - but also a requirement for the selection of our business partners. We therefore expect them to comply with the applicable laws, guidelines, standards and regulations, as well as to respect the principles of the UN Global Compact in the areas of human rights, labor standards, environmental protection and anti-corruption ([www.unglobalcompact.org](http://www.unglobalcompact.org)).

The graphic below describes the defined values that govern PROLICHT's actions and its collaborations with partners, customers and suppliers. The values guide our actions, since they reflect what we believe in.

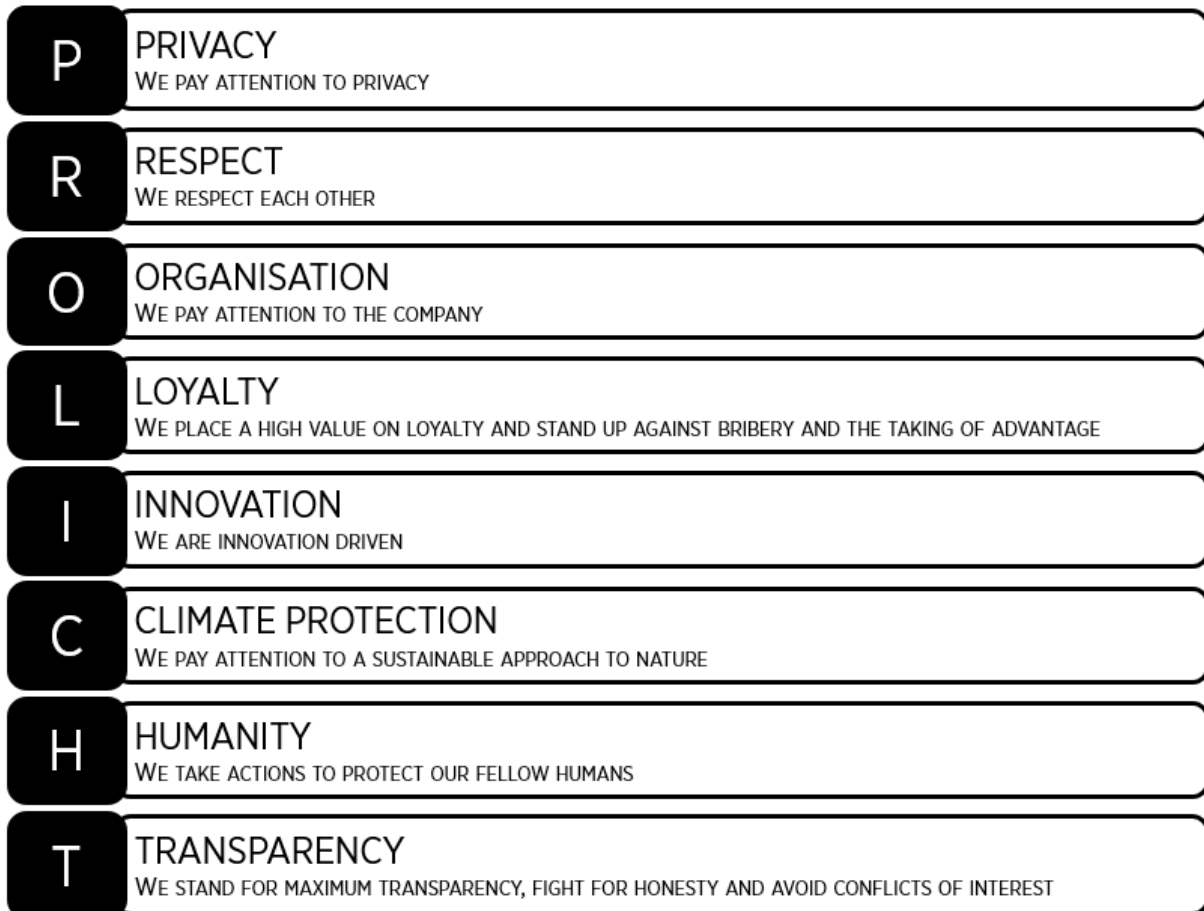


Figure 1: „CODE OF ETHICS AND CONDUCT“

Through this area of creativity, PROLICHT aims to make a contribution to

- the preservation and respect of internationally recognized (human) rights,
- compliance with regulations, guidelines but also
- the values of PROLICHT
- the protection of people and nature and
- all our socially sustainable efforts

with the greatest possible care.

PROLICHT's efforts are aimed at motivating all those involved in the business processes, such as partners, customers, suppliers and also employees, to support the efforts with regard to "sustainability".

In its sustainability strategy paper, PROLICHT commits to aligning its corporate actions and thinking with the United Nations' 17 Sustainable Development Goals.



Figure 2: "OUR CONTRIBUTION TO THE 17 SDG GOALS OF THE UNITED NATIONS"

## 2. SUPPLIER SUSTAINABILITY DECLARATION

PROLICHT commits to comply with all applicable laws and regulations, as well as national and international conventions, especially regarding ethics, social responsibility and environmental protection.

PROLICHT expects its suppliers to respect the applicable laws and ethical principles in the same way.

### A) LABOR STANDARDS AND SOCIAL RESPONSIBILITY

PROLICHT requires its suppliers to demonstrate exemplary social responsibility in their behavior:

**Prohibition of child labor:** the work of children under the age of 16 is strictly prohibited

**Prohibition of forced labor:** All forms of forced labor, servitude and the use of coercion are prohibited. All workers have the right to freely accept or leave their jobs.

**Prohibition of illegal, clandestine and undeclared employment:** Our suppliers are obligated to comply with all applicable regulations to prevent illegal employment.

**Prohibition of discrimination:** We expect our suppliers to treat all employees equally and fairly with regard to wages, recruitment, promotion, etc. We do not discriminate based on gender, race, ethnic origin, age, sexual orientation, etc.

**Working hours and remuneration:** Our suppliers must comply with all local laws and regulations regarding working hours and remuneration (including overtime).

**Guarantee of health and safety:** Our suppliers are expected to offer their employees a safe and healthy working environment.

## B) ENVIRONMENTAL REGULATIONS AND ENVIRONMENTAL PROTECTION

PROLICHT takes specific measures to protect the environment as part of a dedicated program and expects its suppliers to share this commitment. PROLICHT requires its suppliers to comply with local and international environmental regulations and standards, to obtain all necessary environmental permits and to be able to implement the following:

- Apply an environmental management system.
- Improve environmental performance, in particular through proper waste management, elimination and prevention of air, water and soil pollution, reduction of greenhouse gas emissions with a focus on the use of renewable energy, reduction of water and energy consumption and the safe handling of hazardous chemicals.
- Contributing to the continuous improvement of environmental performance throughout the life cycle of products.
- Ensuring the training and qualification of employees whose work has a direct impact on the environment.

## C) BUSINESS INTEGRITY REQUIREMENTS

PROLICHT demands exemplary integrity from its suppliers in the execution of their business activities.

**Legal requirements:** We expect our suppliers to comply with local, national and international laws in their business activities.

**Prohibition of all forms of corruption:** PROLICHT pursues a zero-tolerance policy with regard to corruption. We expect our suppliers to take appropriate measures to prevent, detect and sanction any direct or indirect corruption in the course of their activities.

**Avoidance of conflicts of interest:** We require our suppliers to comply with all applicable laws regarding conflicts of interest and to make every effort to prevent the occurrence of situations that create a conflict of interest in their business relationship.

**Anti-money laundering:** We require our suppliers to take all appropriate measures to prevent money laundering.

**Compliance in the competitive environment:** Our suppliers must undertake to comply with applicable competition law. This includes the prohibition of abuse of a dominant market position or unlawful agreements between competitors.

**Confidentiality:** PROLICHT requires its suppliers to take all necessary measures to ensure the confidentiality of trade secrets.

**Protection of personal data:** We require our suppliers to comply with all applicable laws and regulations on the protection of personal data.

**Trade restrictions and international sanctions:** We require our suppliers to comply with international trade restrictions and sanctions.

**Gifts and invitations:** Gifts or invitations may be regarded as acceptable expressions of courtesy in the context of good business relationships. Provided that they are limited in scope and value, are given openly and transparently, are permissible and customary under applicable law, are intended to express appreciation or gratitude and are not offered with the expectation of a return service.

**Protection of assets:** Our suppliers are obliged to take all necessary measures to protect PROLICHT's resources and assets, in particular intellectual property rights.

**Transparency of information:** Our suppliers are required to provide clear and accurate information about the methods and resources used, the production sites and the characteristics of the products or services supplied and not to make misleading claims.

#### D) INSPECTION AND AUDIT

We reserve the right to verify compliance with this policy and to conduct audits of our suppliers. Our suppliers must provide all necessary information and allow access to PROLICHT representatives who wish to verify compliance with the requirements of this Code of Conduct. Suppliers must commit to improve or correct any deficiencies identified.

Date:

Name and address of supplier:

Name of authorized signatory:

Signature: