### Code of Conduct of the Fette Compacting Group

Our values and responsibility in society, as a business partner and in the workplace



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### **Foreword** by the Management

We in the Fette Compacting Group are technology partner and solution provider for our customers in the development and manufacture of tablets. With our machines and systems, we want to make our contribution to improving the health and quality of life of people all over the world. "together - for quality of life" determines our daily actions and is the guiding principle of our corporate culture.

Shared values are the basis for our responsible actions. They shape the way we work together, respect each other, communicate, perform and pursue our goals and take leadership responsibility. The foundation of our corporate culture is formed by our values "Passion," "Integrity," "Appreciation," and "Zukunftsfreude".

In order to be successful together, the trust of our employees, customers, business partners and society in our company is a fundamental prerequisite.1

The management of the Fette Compacting Group

Joachim Dittrich

Anke Fischer

We are aware of this responsibility. Our Code of Conduct translates our values into standards and principles of behavior. They ensure companywide compliance with standards and internal policies, provide clear guidance for us and our employees, and create a working environment characterized by integrity, respect, and fair and responsible behavior. We expect ourselves as management, our executives and our employees to act with integrity in guiding decisions and to conduct our business in accordance with national and international laws and generally accepted ethical principles. We expect the same from our business partners.

Each individual in the Fette Compacting Group contributes with his or her behavior to maintaining this trust and ensuring that we continue to stand for together - for quality of life in the future.

<sup>1</sup> For better readability, we use the generic masculine in this report. However, unless otherwise indicated, all references to persons in this report refer to all genders.

### **Our corporate values**



## **Passion**

We pursue our goals with heart and soul. Outstanding technology inspires us as much as the common good we achieve with it.



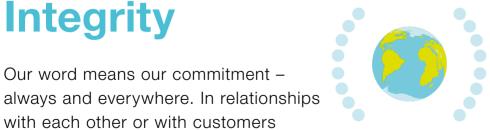
## **Appreciation**

Exited Customers are the result of teamwork -Our cooperation is characterized by mutual understanding and trust: respectful, open and fair.

# Integrity

with each other or with customers

and partners: 100 % genuine - 360° reliable.



## **Zukunftsfreude**

Variety makes us strong. When knowledge, curiosity and courage are coming together, innovation and progress will happen for generations to come.



Our word means our commitment -

### Scope and purpose

Our Code of Conduct describes the values, principles and actions that govern the corporate behavior of us as Fette Compacting Group. The main objective is to ensure company-wide compliance with standards and internal guidelines and to create a working environment characterized by integrity, respect and fair and responsible conduct. It is binding for all employees and bodies of the Fette Compacting Group worldwide.

For us, the indispensable basis of our actions is that all applicable laws, other legal regulations and internal guidelines are observed. As an internationally active company, Fette Compacting Holding GmbH and its domestic and foreign subsidiaries (hereinafter referred to as the **"Fette Compacting Group"**) must comply with a wide range of social, political and legal conditions in Germany and abroad. Even allegedly minor violations of the law by employees and governing bodies can have a considerable impact on our reputation and cause great – even financial – damage. This Code of Conduct cannot cover all the legal requirements we have to comply with worldwide. It sets out only a few key principles for the responsible conduct of our employees and executive bodies. The Code of Conduct is supplemented by special guidelines and training for specific areas of law such as anti-corruption, antitrust law and data protection.

### **Our responsibility** as a member of the society

#### **Compliance with human rights**

We are committed to human rights as laid down in the Universal Declaration of Human Rights of the United Nations, in particular to the protection of international human rights, the elimination of all forms of forced labor, the abolition of child labor and the principle of sustainability in dealing with environmental issues that affect people's livelihoods. This applies to our own business and is also a requirement for our business partners.

All employment relationships in the Fette Compacting Group are based on voluntariness and are the result of a free negotiation process. We do not tolerate child labor and reject it in all its forms. Structured selection procedures in the hiring process of apprentices, interns and vacation temps - both nationally and internationally - ensure that no child labor takes place in our company. We take great care to strictly comply with the requirements of youth protection laws, in particular the Youth Protection Act, the Working Hours Act and the Vocational Training Act.



#### **Environmental protection**

As a manufacturing company, we see it as our special responsibility to make an active contribution to environmental and climate protection through the careful use of natural resources. In reducing our environmental impact, we focus on the key issues of energy and climate protection, materials and waste, and water.

Our environmental management system helps us to continuously improve our environmental performance and that of environmental protection, to meet legal and other obligations and to achieve our environmental and climate targets.

We take the necessary precautions to avoid environmental impacts and are committed to providing competent and comprehensive information. We always focus on the sustainability of the measures we take and the resulting environmentally relevant processes.



#### Sustainable procurement

As a manufacturing company, we are dependent on cooperation with supplier companies. We see it as part of our social and environmental responsibility to also assess our partners in the supply chain against the standards for sustainable corporate governance that we have made the basis of our own economic activities. This includes respecting and upholding human rights and avoiding negative environmental impacts.

Fette Compacting maintains a relationship with suppliers based on partnership and relies on continuous dialogue and close cooperation in order to achieve continuous development and improvement of sustainability standards.

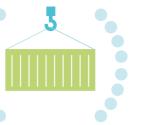
Our goal is to ensure a sustainable, responsible and safe supply chain that meets customer requirements and supports the protection of the environment and society.

#### Product safety and quality

We constantly strive to develop innovative and high-quality products for our customers. Quality is not only a factor for long-term corporate success, but also a key sustainability factor. Quality is the basis for our customers' trust in our performance. For us, quality therefore means not only product and service quality, but also the continuous improvement of our business processes along the entire value chain.

Our quality policy sets out our company's goals and principles with regard to guality and helps to create an awareness of quality throughout the company and motivate our employees to work towards the continuous improvement of processes and products. This enables us to ensure that our products and services are manufactured in compliance with applicable legal requirements and that we meet the highest standards of quality and safety.





## Our responsibility as a business partner

#### Fair competition

In competition, we focus on performance, customer orientation and the quality of our products and services. We comply with all applicable domestic, supranational and foreign antitrust laws as well as the laws against unfair competition and expect the same from our competitors, suppliers and other business partners. Therefore, agreements on prices or conditions with competitors must be refrained from, as must agreements with competitors for the purpose of market or customer sharing. Agreements that are illegal under antitrust law may also not be replaced by concerted practices with competitors or by coordination within associations. Where we have a dominant market position, this must not be abused in relation to customers and competitors.





#### **Corruption prevention**

We reject corruption in business dealings in Germany and abroad and have standardized detailed rules of conduct in this respect in the Anti-Corruption Policy. This applies both in the relationship with public officials and in the relationship with bodies and employees of other companies. In connection with our activities in Germany and abroad, no personal benefits may be promised or granted to officers and employees of other companies or to public officials in return for preferential treatment.

Our employees and officers are not on the take and do not derive any profit from their activities – apart from the compensation paid by the company. They therefore do not accept any inappropriate gifts or invitations that go beyond customary practice or any other direct or indirect benefits. They also refrain from granting such benefits to customers, suppliers, service providers and other business partners of the Fette Compacting Group.

#### Avoidance of conflicts of interest

It is part of the official duties of all bodies and employees of the Fette Compacting Group to avoid conflicts of interest between their private interests (directly or indirectly, or through related persons or companies) and the interests of the Fette Compacting Group. The interests of the Fette Compacting Group always have priority. In this context, it is important to avoid even the appearance that certain groups of persons are unfairly favored on the basis of personal proximity.

Transparency is the key to dealing with conflicts of interest. Employees should therefore report potential conflicts of interest to their supervisor and/or the compliance officers prior to a business transaction.



## Our responsibility as a business partner



#### International trade

We comply with all legal provisions on international trade applicable to our products and services, in particular also the nationally or internationally applicable export or import prohibitions and official approval reservations.

#### Confidentiality

The knowledge and information acquired during the period of activity for the Fette Compacting Group are an essential element for our business success. We invest considerable human and financial resources in the development of innovative products and services. The protection of innovations developed in this way ensures our competitive success.



All employees and bodies of the Fette Compacting Group are obliged to prevent knowledge and information, insofar as they constitute company or business secrets, from becoming known outside the Fette Compacting Group, e.g. through unauthorized dissemination of sensitive data in discussions with third parties or in trade journals. In addition, every employee involved with such knowledge and information should inform himself/herself as to the extent to which the acquisition of industrial property rights for this knowledge and information is possible. Company or business secrets of business partners received by the Fette Compacting Group must be protected just as strictly against unauthorized disclosure.



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## Our responsibility in the workplace

#### Equal opportunities and diversity

We are convinced that diversity makes us strong. Fette Compacting is a company characterized by diversity. We are aware that our company is and will only remain successful if we continue to create an environment that promotes equal opportunities and lives inclusion.

We want to preserve our diversity and promote it even more strongly in the future. We take a firm stand against discrimination of any kind and do everything in our power to create fair working conditions for all people in our company worldwide. Conversely, we also expect our employees and supervisors to treat each other with respect. In addition to respecting the social customs of a country, this includes unconditional respect for each other's personal integrity and refraining from personal insults, disparagement or sexual harassment. Such behavior will not be tolerated.

The requirement for fair working conditions excludes any form of discrimination against employees on the basis of their gender, sexual orientation, origin, skin color or other personal characteristics. Diversity in practice also means inclusion. We attach great importance to integrating people with disabilities into everyday working life at the company on an equal footing.



#### Fair working conditions

We consider it our duty to treat our employees everywhere in the world with respect and fairness. It follows that we comply with all applicable health and safety regulations to ensure the safety of our employees in the workplace.



We want committed employees who are dedicated to their professional tasks in a professional manner. At the same time, we attach great importance to our employees being able to strike a healthy balance between their professional and private lives. We lay the foundation for this with an appropriate salary. This is above the minimum living wage for all employees of the Fette Compacting Group. In addition, we support our employees wherever possible by offering flexible working hours. We respect the right of our employees to engage in trade unions and recognize the right to collective bargaining.



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## Our responsibility in the workplace



#### Education and training

We see our commitment to training as a sustainable investment in the future of our company, our employees, our industry and our business location. Across all divisions, we ensure that all our trainees feel taken seriously from the very beginning and are regarded as fully-fledged members.

Fette Compacting attaches great importance to professional and personal training. Our employees should have the opportunity to continue their education within the scope of their profession for the rest of their lives. We therefore offer our employees a wide range of opportunities to deepen their personal and professional competence in line with their respective requirements and to get to know related fields of work.



#### We respect the personality of our employees and business partners. This includes the protection of their personal data. We ensure compliance with the applicable data privacy regulations and also require our employees to do the same.

**Data Privacy** 

### Whistleblower system ("Speak-Up")

For us, honest and transparent reporting within the Group and to the authorities is indispensable. All bodies and employees of the Fette Compacting Group are therefore committed to conscientious, complete, loyal and timely reporting within the Group.

There are situations in which the correct course of action is not clear. Supervisors as well as the Legal and Compliance Department are available to assist our employees with any questions or uncertainty.



All employees, managers and directors can report violations of this Code of Conduct to their superiors and the management of their companies, as well as to the compliance officer responsible for them or to the Legal and Compliance department, without fear of sanctions or disadvantages. In addition, it is possible to send corresponding notices to the central compliance mailbox at compliance@fette-compacting.com or to report anonymously via the LMT Group's compliance hotline "Speak-up".

The following link or QR code can be used for this purpose, under which additional information about the corresponding process can also be found:

www.lmt-group.com/en/compliance-hotline



Schwarzenbek, June 2023 Fette Compacting Group Management



### **Publishing information**

Publisher: Fette Compacting GmbH Grabauer Str. 24 21493 Schwarzenbek, Germany Phone: +49 (0) 4151 12-0

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Responsible in terms of press law: Volker Reinsch

Editing and realization: Jonas Dittrich

Design: Braun Engels Gestaltung GmbH