



GC RIEBER

GC RIEBER'S CODE OF ETHICS FOR STAKEHOLDERS

GC Rieber's code of ethics for stakeholders

GC Rieber is committed to taking active social responsibility and to creating sustainable, lasting value for future generations. As an enterprise, we must ensure that our actions help create decent living conditions and a sustainable society, something which is reflected in our vision: "Creating Joint Futures". Our relationships with stakeholders and other partners are key to achieving this. As a minimum, we expect every individual and enterprise with a business relationship with GC Rieber – regardless of type, scope or duration and hereafter referred to as "stakeholders" – to adhere to the standards for business ethics, sustainability, human rights and decent working conditions described in GC Rieber's code of ethics for stakeholders.

Depending on risk, we also require all of our stakeholders to commit in writing to observing the rules on business ethics and corporate social responsibility set out in our code of ethics for stakeholders.

GC Rieber's expectations

Compliance with laws and regulations

GC Rieber's stakeholders must conduct their business in compliance with all relevant laws, regulations and accepted standards for business ethics. In the event of a discrepancy between laws and regulations, this code and other contract documents, the highest standard shall prevail.

Corruption and bribery

GC Rieber's stakeholders must not take part in any form of corruption, including bribery, undue trading in influence and facilitation payments. Stakeholders must not offer or accept, on behalf of themselves or others, an undue advantage by virtue of their position or role or when carrying out an assignment in an attempt to influence the discharge of duties. This applies regardless of whether the undue advantage is offered directly or through an intermediary.

Conflicts of interest

GC Rieber's stakeholders must not be party to or seek to influence decisions in a way that may give rise to, or be perceived as, a conflict of interest in the relationship. GC Rieber must be notified in the event of a possible conflict of interest.

Gifts and hospitality

GC Rieber's stakeholders must not offer GC Rieber staff, persons representing GC Rieber or their close associates gifts, hospitality or other benefits unless the value of benefit is negligible. Social events, meals and entertainment may be offered if there is a clear business case for it and the costs are kept reasonable. Gifts, hospitality and other benefits must not be offered or accepted in connection with tenders or contract negotiations.

Fair competition

GC Rieber's stakeholders must not take part in illegal price fixing or market sharing, abuse a dominant market position or in any other way contravene prevailing competition law.

Accurate accounting

GC Rieber's stakeholders must commit themselves to transparency, verification and accuracy in everything they do while also observing their duty of confidentiality. All accounting information must be correct, registered and entered in line with prevailing laws and regulations.

Sanctions

GC Rieber's stakeholders must not do business with states, groups, organisations or individuals who are subject to sanctions.

Whistle-blowing and complaint mechanisms

GC Rieber's stakeholders must have whistle-blowing systems and procedures in place to enable staff and other stakeholders to report issues linked to the stakeholders' activities that could constitute a breach of fundamental human rights, decent working conditions or other wrongdoing.

Privacy and information security

GC Rieber's stakeholders must observe prevailing privacy law and have systems and procedures in place to maintain adequate information security.

UN sustainable development goals

GC Rieber's stakeholders must recognise the UN's sustainable development goals and conduct their business in a way that promotes the realisation of the goals, including by choosing sustainable alternatives where possible.

Climate and environment

GC Rieber's stakeholders must observe all relevant laws and regulations relating to the climate and environment as well as recognised environmental standards. Stakeholders must help to reduce negative environmental and climate impacts, including by promoting increased use of environmentally and climate-friendly materials and energy sources, increased recycling, and sustainable stewardship of renewable natural resources. Stakeholders must have systems and guidelines in place that address climate and environmental risks linked to their business and must provide transparent and honest information about environmental and climate impacts, including strategies and goals as well as measures and results.

Human rights and decent working conditions

GC Rieber's stakeholders must respect all internationally recognised human rights. This includes the UN Universal Declaration of Human Rights, the UN International Covenant on Economic, Social and Cultural Rights, the UN International Covenant on Civil and Political Rights, the ILO's core conventions on fundamental principles and rights at work and relevant standards in international humanitarian law.

Ban on child labour

GC Rieber's stakeholders must not employ children under the age of 15. An exception may be made for children over the age of 13 if the child is granted the right to education, play, rest and family life, the work is light in nature, and it is clear that it is in the best interest of the child. Persons under the age of 18 must not carry out work that involves a risk to health or safety.

Freely chosen employment

GC Rieber's stakeholders must not engage or employ persons against their own free will. Employees must not be required to hand over ID papers or any other type of deposit when starting their employment. Forced labour, slave labour, prison labour and other forms of modern slavery must never be used.

Freedom to organise

GC Rieber's stakeholders must ensure that all employees are free to form and join labour unions of their choice and to participate in collective bargaining.

Terms of employment

GC Rieber's stakeholders must observe all prevailing laws and/or agreements on working time and pay, including provisions on rest time, holidays and leave, as well as minimum pay. Docking of pay must not be used as a disciplinary measure. All employees must be given written contracts of employment in a language they understand that describe the terms of the employment, the voluntary nature of the employment and their right to leave. Employees and their unions must be consulted on relevant matters and be given the opportunity to exert influence over their own working conditions.

Ban on discrimination and harassment

GC Rieber's stakeholders must observe all prevailing legislation on discrimination in connection with recruitment, promotion and job cuts. Stakeholders must treat employees with respect and dignity and ensure equal opportunities and terms for everyone, irrespective of race, skin colour, gender, age, sexual orientation, civil status, functional ability, union membership, political affiliation, religious conviction, national or ethnic origin, or other circumstances illegal under the law.

Health and safety

GC Rieber's stakeholders must ensure a safe and healthy working environment for all employees. Stakeholders must have health and safety procedures in place to minimise the risk of harm to personnel and materials, and they must provide all employees with training in these procedures.

Minority rights

GC Rieber's stakeholders must not directly or indirectly contribute to the deprivation of income amongst marginalised groups, e.g. by demanding the right to large land areas or other natural resources on which these groups depend.

Monitoring

Governance and compliance

GC Rieber's stakeholders must establish and/or update such principles, procedures, governance and control systems and carry out such controls and quality improvement activities as are necessary in order to institutionalise, address and comply with the provisions set out in GC Rieber's code of ethics for stakeholders.

Stakeholders of stakeholders

GC Rieber's stakeholders must ensure that their own stakeholders also comply with the standards for business ethics, sustainability, human rights and decent working conditions that follow from GC Rieber's code of ethics for stakeholders. They must have systems and procedures in place for selecting and monitoring stakeholders to this end.

Transparency, dialogue and auditing

GC Rieber's stakeholders must communicate openly about their efforts and challenges surrounding compliance with GC Rieber's code of ethics for stakeholders. At the request of GC Rieber, stakeholders

must permit audits to be carried out and produce documentation to ensure that compliance can be verified.

Consequences of a breach

Actions and omissions in breach of GC Rieber's code of ethics for stakeholders may result in termination of contract, claims for compensation, disqualification as a business associate and reporting to the relevant authorities.

Stakeholder declaration

By signing GC Rieber's code of ethics for stakeholders, we confirm that we will comply with the standards set out in this document. We also confirm that we will meet any request by GC Rieber for auditing and documentation, and we acknowledge that serious and/or repeated breaches of this code will grant GC Rieber the rights described in the section on consequences of a breach above.

Name of stakeholder

Name

Title

Date