

## Guidelines for corporate responsibility

EnviroChemie is conscious of its responsibility as a member of society and its activities make a vital contribution to sustainable development. These guidelines specify the corporate responsibility topics<sup>1</sup> considered relevant to us and how we deal with them.

In addition, we are committed to the cross-industry *ZVEI-VDMA Code of Conduct*, which we have signed as a symbol of promoting shared values.

### 1. Organisational leadership

***Our standard:*** *Excellent performance with attention to detail and technological leadership*

***Our culture:*** *The balance between autonomy and personal responsibility on the one hand and the enormous potential of a group approach on the other – in order to promote individual competencies, we create as much consensus as necessary and as much independence as possible.*

***Our growth:*** *Sustainable and not at any price – we are a lively group that is developing further all the time. A strong stakeholder in Europe and a competent partner worldwide.*

*We fill our values with life. They guide our actions, set standards of conduct and form the basis for decision-making.*

### 2. Adherence to human rights and laws

***Warmth:*** *“We welcome everything that makes us human.”*

As an international company that is active in various industries, we have a wide range of business relationships that bring with them potential points of contact with human rights violations. Respecting human rights is a matter of course for us. In addition, we promote the protection of these rights by adopting a clear stance, raising awareness and living by our values.

We take due care to ensure that no rights (of any kind) are violated by the effects of any of our activities. Wherever possible, this includes activities throughout the supply chain through the careful selection of suppliers, minimising the risk of complicity.

EnviroChemie actively promotes equality of opportunity and diversity. Mutual respect and adherence to legal and moral framework conditions are basic requirements for any interaction, both within the company and outside.

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<sup>1</sup> The fields of action that EnviroChemie GmbH can effectively influence in line with DIN ISO 26000:2011

### 3. Working practices

*Togetherness: “We do our best, avoid egos and work with empathy and trust to achieve great things together.”*

*Curiosity: “We are open to innovative and ‘unconventional’ solutions and new ways of thinking that fit our vision and our mission.”*

Guaranteeing good working conditions is seen as a central pillar of the company’s success. Only safe and fair conditions allow each individual to unleash their full potential at work in the long term and enable a lasting relationship that benefits both sides.

#### 3.1. Health and safety at work

In order to continuously improve performance in occupational health and safety, this task is managed as part of EnviroChemie’s integrated management system. By recording potential hazards systematically, appropriate measures are taken to make work safe.

#### 3.2. Harassment and freedom from discrimination

We promote equality of opportunity and prevent discrimination when recruiting, promoting, training and developing staff. We treat all employees equally, regardless of their ethnic background, gender, religion or beliefs, disability, age or sexual identity.

Employees and business partners deserve mutual respect. As well as freedom from discrimination, this also includes protection against harassment and of personal data. Victims and witnesses can report any violations to Complaints Management without fear of disadvantage.

#### 3.3. Fair wages and working hours

Equality of opportunity also includes fair wages and adherence to working hours regulations. The following principles therefore apply wherever an employee is working:

- The rights and obligations are adhered to in every employment relationship, regardless of the type and location of employment.
- We respect the right to freedom of association and assembly, and to take part in collective bargaining negotiations. Upper management maintains close cooperation with the Employee Committee.
- Wages including social benefits are based on the metal and electrical industry standard.
- The working hours regulations ensure that statutory provisions are adhered to, while also taking employees’ need for flexibility into account.

#### 4. Environment and energy

*Sustainability: “We offer sustainable and efficient solutions, systems and services in order to overcome the challenges of water and sewage treatment and to protect and maintain the environment and water resources for future generations.”*

Through the quality of our work, we make a crucial contribution to sustainable development, especially environmental protection. Public attention is increasingly focused on the importance of clean water, both as the basis for life and in commercial processes. EnviroChemie has been working on this topic since its foundation, and sets itself the standard of remaining a pioneer in the field. To do this, processes and systems are continuously being developed further. After all, “better water treatment” also means protecting the environment.

In addition, EnviroChemie identifies further activities with which it influences the environment, such as causing waste, processing chemicals and emitting greenhouse gases. By managing environmental effects and energy consumption in a structured way as part of the integrated management system, EnviroChemie as a company helps protect our resources and encourages responsible behaviour in its employees and partners.

#### 5. Fair operating and business practices

*Integrity: “We meet the highest ethical standards. We take full responsibility for our obligations and encourage others to adhere to theirs. We are transparent, trustworthy, fair and honest.”*

This means, for example:

- EnviroChemie’s core competency is the delivery and performance of high quality in solving complex challenges in industrial water management. All the expertise combined within our company allows us to develop the ideal solution for the customer.
- We believe strongly that free competition can only bring real progress within an ethical framework. Not only do we not use means such as corruption and bribery, we also consistently report them via the responsible channels.
- Personal data on employees and business partners is protected as effectively as possible with economically feasible effort. The same goes for their privacy.

### 5.1. Conflicts of interest

It is clear that this voluntary commitment cannot cover all situations in full. Where there is doubt, therefore, the following questions should always be asked:

- Is my decision legal, ethically correct and in line with the vision, mission, values and rules of the company?
- Can I make this decision for the benefit of the company and independently of other interests?
- Can I reconcile this decision with my own conscience? Does it withstand examination by third parties? Does it set an example to others?
- Have I understood the potential risks of my decision and does it maintain the company's good reputation?

### 5.2. Complaints management

EnviroChemie employees are obligated not to look the other way, but to make sure regulations are adhered to in their everyday work and to actively address any infringements.

To report complaints, you can contact the complaints bodies directly or anonymously. It is ensured that no employee need fear retribution.

### 5.3. Consumer affairs

Where consumer interests are affected, we adhere to consumer protection provisions and appropriate sales, marketing and information practices. Complaints from external bodies can be brought to EnviroChemie's attention via the Service desk.

## 6. Integration and development of community

EnviroChemie does not only offer its own employees attractive benefits beyond their salary – our social commitment also includes donations and campaigns in various fields. The programme consists of campaigns for causes in our region and neighbourhood, such as supporting local associations, as well as those with a more international focus or for society as a whole. Current activities are published on the website.

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EnviroChemie GmbH management team