

## Code of Conduct for Digitrans Suppliers and Third-Party Intermediaries

### Version from 20.01.2021

*For ease of reading, all designations are given in the masculine form only. Of course, however, all genders are equally addressed.*

This Code of Conduct defines the Digitrans principles and requirements for its suppliers and third-party intermediaries concerning their responsibilities towards their stakeholders and the environment. Digitrans reserves the right to modify the requirements of this Code of Conduct as necessary. In such case, Digitrans expects its suppliers to accept such reasonable changes.

#### **The Supplier and/or third-party intermediary declares herewith to:**

##### **→ Legal Compliance**

- Comply with the laws and regulations of the applicable legal systems.

##### **→ Anti-corruption and bribery**

- Tolerate no form of and do not engage directly or indirectly in any form of form of corruption or bribery, and not to offer, grant or promise anything of value to a government official or to a counterparty in the private sector to influence official action or obtain an improper advantage.

##### **→ Fair competition, antitrust law and intellectual property rights**

- Act in accordance with national and international competition laws and do not participate in price fixing, market or customer allocation, market sharing or bid rigging with competitors.
- Respect the intellectual property rights of others.

##### **→ Conflicts of interest**

- Avoid and/or disclose internally all conflicts of interest that may influence business relationships and to avoid already the appearance thereof.

##### **→ Human rights and labor practices**

- Promote equal opportunities and treatment to employees, regardless of skin color, race, nationality, ethnicity, political affiliation, social background, disabilities, gender, sexual identity and orientation, marital status, religious conviction, or age.
- Respect the personal dignity, privacy and personal rights of each individual.
- Not to employ or force anyone to work against their will.
- Refuse to tolerate any unacceptable treatment of individuals, such as, sexual and personal harassment, or discrimination.
- Refuse to tolerate behavior (including gestures, language, and physical contact) that is sexual, coercive, threatening, abusive, or exploitative.
- Pay fair wages for labor and adhere to all applicable wage and compensation laws globally.
- Adhere to all applicable working-hours regulations globally.

- Recognize the legal rights of workers to form or join trade unions and to engage in collective bargaining; neither disadvantage nor prefer members of employee organizations or trade unions.

**→ Prohibition of child labor**

- Employ no workers under the age of 14 (e.g. apprentices).

**→ Health and safety of employees**

- Act in accordance with the applicable statutory and international standards regarding occupational health and safety and provide safe work conditions.
- Contain risks and ensure the best possible precautionary measures against accidents and occupational diseases.
- Provide training and ensure employees are educated in health and safety issues.

**→ Environmental protection**

- Act in accordance with the applicable statutory and international standards regarding the environment.
- Minimize environmental impact, promote sustainable business activities and continuously improve environmental protection.

**→ Supply chain**

- Use reasonable efforts to make its suppliers comply with the principles of this Code of Conduct.
- Comply with the principles of non-discrimination with regard to supplier selection and treatment.