

Code of Conduct

Selectchemie AG

(and all other Selectchemie entities)

November 2024



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Dear valued partner,

At Selectchemie, we understand the significance of sustainable development and responsible business practices in the current global environment. We are dedicated to environmental stewardship, social responsibility, and economic sustainability. Our commitment involves reducing our environmental impact, upholding ethical conduct in all our operations, and making a positive contribution to the communities in which we operate.

We are committed to integrating sustainability into all aspects of our business and to not only meet regulatory requirements but also go beyond compliance by actively seeking opportunities to improve our environmental performance, support social well-being, and foster long-term economic resilience. We believe that sustainable business practices are essential for the well-being of future generations and the health of our planet.

We are part of a global supply chain that involves countless parties. Neither we nor anyone else can make a meaningful difference alone, but sustainability is a joint endeavor – everyone involved must join forces to make a difference.

Our expectations of the behavior of Selectchemie, its employees and representatives are set out in an internal Code of Conduct. With this document, we want to ensure that all Selectchemie employees share the same values and adhere to the same high standards of ethical conduct. Together, we can work towards building a more sustainable and ethical supply chain that benefits both our company and the communities in which we operate.

Thank you for joining us on this journey towards a more sustainable future.
Sincerely,



Dr. Oliver P. Kühn
Chief Executive Officer



Tatjana Sjeverac
Chairwoman of the Board of Directors

1. Introduction

Welcome to Selectchemie AG. We are dedicated to conducting our business with the highest standards of integrity, transparency, and respect for all stakeholders. This Code of Conduct outlines the principles and standards that guide our actions and decisions, ensuring we maintain our commitment to ethical business practices.

2. Compliance with Laws and Regulations

We strictly adhere to all applicable laws, regulations, and industry standards in every country where we operate. Compliance is not just a legal obligation but a fundamental part of our corporate culture. We expect our employees, partners, and suppliers to uphold these standards and comply with all relevant legal requirements.

3. Ethical Business Practices

- **Integrity:** We place a strong emphasis on ethics and integrity in all aspects of our business operations. We believe that conducting business ethically is not only the right thing to do, but also essential to building trust with our stakeholders and maintaining a positive reputation. We have zero tolerance for any form of unethical or dishonest behavior, including but not limited to bribery, corruption, fraud, money laundering, conflicts of interest, and any other unethical practices. Accounting and financial reporting must be accurate and reflect the true facts.
- **Transparency:** We maintain transparency in our dealings with clients, partners, and regulatory bodies. We provide clear, accurate, and timely information about our products and services.
- **Fair Competition:** We compete fairly and do not engage in anti-competitive practices. We respect the principles of fair competition and comply with all applicable antitrust laws.

4. Respect for Human Rights

We respect and promote human rights as outlined in the Universal Declaration of Human Rights. We are committed to providing a workplace free from discrimination, harassment, and exploitation. We ensure that our operations do not infringe on the rights of individuals and communities.

5. Labor Standards

- We are committed to upholding the highest labor standards in all our operations. This includes:
- **Fair Wages:** We ensure that all employees receive fair wages that meet or exceed the legal minimum standards.
- **Working Hours:** We comply with all applicable laws regarding working hours and overtime. We ensure that employees have adequate rest periods and work-life balance.
- **Child Labor:** We do not employ child labor in any of our operations. We adhere to all international standards and local laws regarding the minimum age for employment.
- **Forced Labor:** We do not tolerate any form of forced or compulsory labor. All employment is voluntary, and employees are free to leave their employment after reasonable notice.
- **Freedom of Association:** We respect the rights of employees to form and join trade unions and to bargain collectively. We engage in open and constructive dialogue with employee representatives.
- **Non-Discrimination:** We provide equal opportunities for all employees and applicants, regardless of race, color, religion, gender, sexual orientation, age, disability, or any other characteristic protected by law.

6. Environmental Responsibility

We are committed to minimizing our environmental impact. We strive to use resources efficiently, reduce waste, and promote sustainable practices. Our environmental policies are designed to ensure compliance with all relevant environmental laws and regulations, and we continuously seek to improve our environmental performance.

7. Quality and Safety

As a company that supplies generic raw materials and food ingredients, we recognize the importance of ensuring the quality and safety of the products that ultimately end up in the hands of consumers. Our commitment to quality goes beyond compliance with regulatory standards; we strive to deliver products that not only do no harm, but also contribute to the well-being and health of consumers.

We believe that every step of the supply chain plays a crucial role in maintaining this commitment to quality and safety. From the sourcing of raw materials to manufacturing processes and distribution, each party involved must prioritize product quality, integrity, and safety, ensuring that their products meet high standards, complying with relevant industry certifications and regulations.

We provide a safe and healthy working environment for our employees. We comply with all relevant health and safety regulations and continuously work to improve our workplace safety practices.

8. Confidentiality and Data Protection

We respect the confidentiality of information entrusted to us by our clients, partners, and employees. We comply with all relevant data protection laws and regulations, ensuring that personal and sensitive information is handled with the utmost care and security.

9. Conflict of Interest

We avoid situations where personal interests could conflict with the interests of Selectchemie AG. Employees must disclose any potential conflicts of interest to their supervisors. We have clear policies and procedures in place to manage and mitigate conflicts of interest.

10. Reporting and Compliance

We encourage our employees and partners to report any violations of this Code of Conduct. We have established confidential reporting mechanisms to ensure that concerns can be raised without fear of retaliation. All reports will be thoroughly investigated, and appropriate action will be taken.

11. Leadership Responsibility

Our leaders are role models for ethical behavior and are responsible for promoting and enforcing this Code of Conduct. They support their teams in understanding and implementing the principles of this Code. Leadership at all levels is accountable for fostering a culture of integrity and compliance.

12. Collaboration with Partners and Suppliers

We expect our partners and suppliers to share our values and adhere to the same high standards. We only collaborate with partners who support our commitment to ethical behavior and sustainability. We conduct due diligence to ensure that our partners and suppliers comply with our ethical standards.

13. Social Responsibility

We actively engage in the communities where we operate. We support social projects and initiatives that contribute to improving the quality of life. Our corporate social responsibility programs focus on education, health, and environmental sustainability.

14. Handling Complaints

We have clear procedures for handling complaints and concerns. All complaints are treated confidentially and thoroughly investigated. We are committed to resolving issues promptly and fairly, ensuring that corrective actions are taken to prevent recurrence.

15. Training and Awareness

We provide regular training and resources to ensure that all employees understand and can apply the principles of this Code of Conduct. Our training programs are designed to enhance awareness of ethical issues and promote a culture of integrity and compliance.

16. Continuous Improvement and Enforcement

This Code of Conduct is subject to continuous improvement. We regularly review and update our policies to ensure they remain relevant and effective. Non-compliance with this Code of Conduct constitutes a breach of contract and authorizes Selectchemie AG to unilaterally terminate the cooperation without notice. We are committed to maintaining the highest standards of ethical behavior and expect the same from our partners and suppliers.

Contact

For questions or concerns relating to this policy,
please contact our Compliance Officer: compliance@selectchemie.com



Selectchemie AG
Etzelstrasse 42, CH-8038 Zürich
info@selectchemie.com
selectchemie.com