

## **Code of Conduct**

The desire on the part of ml&s GmbH & Co. KG to carry out all business in an ethical and legally proper way is irrevocably connected to the manner in which we behave in our everyday work. Consequently, we expect all employees to not only observe all internal regulations, but also to comply with all laws of the land as a matter of course, avoid conflicts of interest, and respect the morals, traditions and social values of the respective countries and cultures in which we operate.

Our Code of Conduct is being permanently further developed, in order to conform to the constantly changing legal and economic conditions to which ml&s GmbH & Co. KG is subject as a globally active company.

### Personnel

The success of ml&s is materially dependent on our recognition and acceptance of our responsibilities for the development and furtherance of our employees. The workforce is evaluated strictly on the basic principles of equal opportunity. Whether it be the announcement of vacant employment positions, or staff appointments and salaries, our interaction with one another, or the advancement of our employees – each of these company activities takes place within the scope of all prevailing legal and regulatory stipulations. Respecting the personal dignity, privacy and personal rights of all employees and customers is self-evident for us.

### Health and Safety

The ml&s GmbH & Co. KG is duty bound to conduct a sustainable and socially responsible management, to create safe and healthy working conditions, and also to strive for continual progress in the fields of health and safety. The basis for the fulfilment of these duties is, in particular, embodied in the identification and analysis of potential safety risks, preventative and anticipatory maintenance, the introduction of emergency plans, regular medical checks for certain occupations and medical services.

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## The Environment

All employees are obliged to perform all duties and activities in such a manner that neither third parties nor the environment are thus endangered, and that the use of natural resources is minimised. The supervision and active influencing of environmental effects as well as activities for the prevention of excess water and energy consumption form a part of this obligation. Active measures for the minimisation of waste, environmental pollution and emissions, the identification of hazardous materials and their treatment as per the RoHS directive are also compulsory.

## Management System

The ml&s GmbH & Co. KG has introduced a mandatory management system based on the following norms and directives: DIN EN ISO 14001, ISO/TS 16949 and OHSAS 18001

The focal points of the system are:

1. The continual improvement of products, processes and performances.
2. Annual risk management and risk evaluation.
3. Clear definitions of procedures and working instructions.
4. The identification, strict observance and comprehension of prevailing law, regulations and customer requirements.
5. Continual furtherance of employees via training programmes.
6. Planning of audits and corrective procedures.
7. The establishment and sustainment of a systematic process for the creation and administration of documents and diagrams.

## Ethical values

We conduct our business relationships in an irreproachable manner, in accordance with the rules and principles of fair competition and fair trade. Decisions are made on the basis of economic considerations in observance of all appropriate laws and norms.

Udo Possin

Bernd Odoj