

Gerd Bär GmbH

Industriegebiet
Böllinger Höfe
Pfaffenstrasse 7
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11 May 2017
08:27:02

Firma1
Firma2
Street
Country Postcode Town

Compliance Programme of Gerd Bär GmbH

Dear Sir/Madam,

As an internationally active company, Gerd Bär GmbH accepts entrepreneurial responsibility for our customers, employees, investors, suppliers and the general public.

This entrepreneurial responsibility also includes observing laws and legislation. Gerd Bär GmbH therefore manages its own business matters and commercial processes specifically such that they comply with the legal regulations, directives and any obligations entered into by Gerd Bär GmbH on a voluntary basis and / or the code of conduct. Furthermore, we observe the rules of fair competition and undertake to strictly avoid any breaches of trust and corruption.

We expect our suppliers to organise themselves in the same way, so as to ensure ethically correct conduct and compliance with legal regulations and / or provisions and / or ordinances. We also expect our suppliers to manage their business relationships without corrupt commercial practices, to avoid any implication in criminal activities and to implement the measures necessary to prevent the occurrence of such activities within the business processes.

For the sake of good order, in addition to the aforementioned stipulations, principles including those listed as follows also apply.

- **Company values**

Work with stakeholders is based on the company values listed below. We expect our suppliers to strive to comply with our company values.

RESPECT

Our values apply to all - irrespective of position.
We treat each other without prejudice and we are mindful of the personality of others.
We demonstrate an interest in and an understanding for others.

SUCCESS

We achieve our targets together and personally.
We are familiar with the needs of our customers.
Our customers are satisfied with us.
We reward success and promote personal development.

CLARITY

We speak with others objectively and with understanding.
In case of ambiguity, we ask until we have understood.
We keep our word and we are consistent in our actions.

RESPONSIBILITY

We stand by our actions.
We are aware of our room for manoeuvre and our decision-making leeway, and we utilise this to achieve our targets.
We notify others of deviations in good time and we offer our support.

HONESTY

Our honest treatment of each other generates trust.
We treat each other fairly.
We express our own opinion.

RELIABILITY

We conclude realistic agreements with clear targets and results.
We abide by our word and agreements.

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- **Child labour**

We strive to prevent child labour. We also expressly require this of our suppliers. The employment and integration of adolescents and young people for the promotion of young talent is a particular consideration here.

- **Antitrust and competition law**

We expect our suppliers to comply with the valid provisions of national antitrust and competition law.

- **Anti-corruption**

Gerd Bär GmbH works against corruption and tolerates no violations in this regard. As such, we also expect our suppliers to tolerate no form of corruption or bribery, and to avoid becoming involved in this in any way.

- **Avoiding conflicts of interest**

Gerd Bär GmbH makes business decisions on the basis of objective criteria and not on the basis of private interests or relationships. We expect the same of our suppliers.

- **Donations and invitations**

Gifts, invitations and other donations from suppliers or their representatives to employees of Gerd Bär GmbH are only to be accepted insofar as this is socially conventional, appropriate and transparent. The supplier is not permitted to offer, promise or grant employees of Gerd Bär GmbH any personal advantages that, if objectively assessed, may have an unfair influence on commercial conduct.

- **Environmental protection**

Gerd Bär GmbH expects its suppliers to minimise risks for the environment, to preserve natural resources and to observe the applicable and valid national environmental laws and regulations. The supplier is also expected to work constantly on their environmentally relevant processes and ideally document this through verification in suitable management systems for environmental protection.

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The aim of Gerd Bär GmbH is to ensure, in cooperation with its suppliers, that these principles are sustainably implemented across the entire delivery chain. Gerd Bär GmbH therefore expects its suppliers to pass on these principles to their sub-suppliers and to insist upon compliance with the agreed contents.

For the sake of good order, we kindly request written confirmation of this agreement as a basis for positive cooperation.

Please send this to us by xx/xx/xx.

We would like to take this opportunity to thank you for the mutual trust shown, and we look forward to continued successful cooperation in the future.

With kind regards,
Gerd Bär GmbH

Tobias Bär
Managing Partner

p.p. Michael Kimmann
CFO

Kindly send the confirmation letter to:

Gerd Bär GmbH
Ms XXX
Pfaffenstrasse 7
74078 Heilbronn

Confirmed on: _____

Signature: _____