



ELESTA GmbH

ELESTA Code of Conduct

for

social responsibility



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Preamble

ELESTA GmbH is committed to its corporate social responsibility within the scope of its worldwide business activities (internationally usually referred to as "CSR"). This "ELESTA Code of Conduct on Corporate Social Responsibility" (hereinafter referred to as "CoC") sets out in a guideline what this means in particular with regard to working conditions, social and environmental compatibility as well as transparency, trusting cooperation and dialogue.

The contents of this Code of Conduct are an expression of the common values of ELESTA GmbH as defined in our vision and mission statement and, in particular, in our commitment to the social market economy.

With the application of this CoC, it is possible to react to the different framework conditions in a global market and to meet the challenges and societal expectations arising from the increasingly networked cooperation in the value chains.

1. Basic understanding of socially responsible corporate management

This CoC is based on a basic understanding of socially responsible corporate governance. We assume responsibility by taking into account the consequences of our business decisions and actions in economic, technological, social and ecological terms and by achieving an appropriate balance of interests. We voluntarily contribute to the welfare and sustainable development of the community at our site within the bounds of our possibilities and scope of action. In doing so, we are guided by generally valid ethical values and principles, in particular integrity and righteousness and respect for human dignity.

2. Scope of application

2.1 This CoC applies to ELESTA GmbH.

2.2 We commit ourselves to promoting compliance with the contents of this chain of custody also with our suppliers and in the wider value chain within the scope of our possibilities and scope of action.

3. Key elements of socially responsible corporate governance

We are actively working to ensure that the values and principles set out below are observed and adhered to in the long term.

3.1 Compliance with the law

We comply with the applicable laws and other legal regulations in Switzerland.

3.2 Integrity and Organizational Governance

We base our actions on universally valid ethical values and principles, in particular on integrity, righteousness, respect for human dignity, openness and non-discrimination of religion, belief, gender and ethnicity.

3.2.1 We reject corruption and bribery in the sense of the relevant UN Convention.¹

We promote transparency, integrity and responsible corporate management and control in an appropriate manner.

3.2.2 We pursue clean and recognized business practices and fair competition. In the competition, we focus on professional conduct and high-quality work.

¹ Übereinkommen der Vereinten Nationen gegen Korruption von 2003, in Kraft seit 2005



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3.3 Consumer interests

As far as consumer interests are concerned, we adhere to consumer protection regulations and appropriate sales, marketing and information practices. Groups in need of special protection (e.g. youth protection) are given special attention.

3.4 Communication

We communicate openly and dialogue-oriented about the requirements of this CoC and its implementation to employees, customers, suppliers and other stakeholders. All documents and records shall be created according to the obligations, stored appropriately and shall not be changed or destroyed unfairly. Business secrets and business information of the partners are treated with sensitivity and confidentiality.

3.5 Human rights

We are committed to the promotion of human rights. We respect human rights in accordance with the United Nations Charter of Human Rights, in particular the following:

3.5.1 Privacy

Protection of privacy.

3.5.2 Health and safety

Maintaining health and safety at work, in particular ensuring a safe and healthy working environment to prevent accidents and injuries.

3.5.3 Harassment

Protection of employees from physical punishment and physical, sexual, psychological or verbal harassment or abuse.

3.5.4 Freedom of opinion

Protection and granting of the right to freedom of expression and expression.

3.6 Working conditions

We comply with the following ILO² core labor standards:

3.6.1 Child labour

The prohibition of child labour, i. e. the employment of persons younger than 15 years of age.³

3.6.2 Forced labor

The prohibition of forced labor of any kind.⁴

3.6.3 Remuneration

Labour standards with regard to remuneration, in particular the level of remuneration in accordance with applicable laws and regulations.⁵

3.6.4 Employee rights

Respect for workers' right to freedom of association, assembly and collective bargaining.⁶

3.6.5 Non-discrimination

Non-discriminatory treatment of all employees.⁷

² ILO = International Labour Organization

³ ILO convention no. 138 of 1973 and ILO convention no. 182 of 1999

⁴ ILO convention no. 29 of 1930 and ILO convention no. 105 of 1957

⁵ ILO convention no. 100 of 1951

⁶ ILO convention no. 87 of 1948 and ILO convention no. 98 of 1949

⁷ ILO convention no. 111 of 1958



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3.7 Working time

We comply with labour standards with regard to the maximum permitted working hours.

3.8 Environmental protection

We comply with environmental protection regulations and standards and act in an environmentally responsible manner. We also treat natural resources responsibly in accordance with the Rio Declaration principles⁸.

3.9 Civic involvement

We contribute to the social and economic development of Switzerland and the region in which we operate and promote the voluntary activities of our employees.

3.10 Conflict materials / raw materials

We take appropriate action and comply with legal requirements to avoid the use of raw materials that directly or indirectly finance armed groups that violate human rights.

4. Implementation and enforcement

We make all reasonable and appropriate efforts to continuously implement and apply the principles and values described in this CoC. Contract partners shall be informed on request and within the framework of reciprocity about the essential measures, so that it becomes comprehensible how compliance with them is guaranteed in principle. There is no entitlement to the disclosure of trade and business secrets, competition-related or otherwise proprietary information.

Bad Ragaz, Juli 2017

A handwritten signature in blue ink, appearing to read "H. Foerster", is written over a faint, light blue circular stamp or watermark.

Harald Foerster
Geschäftsführer
ELESTA GmbH

⁸ The 27 Principles of the 1992 Rio Declaration on Environment and Development as a result of the United Nations Conference on Environment and Development in Rio de Janeiro