



Code of Conduct

Code of Conduct
for business partners



Dear business partners,

Since 1962, BIKAR has stood for the reliable and on time supply to our customers with high quality semi-finished products at competitive prices. For BIKAR, the trust and recognition of our customers, end users, suppliers, members of staff, business users, neighbors and public are extremely important to us.

For us, an essential basis for mutual trust is sustainable, responsible and rule-compliant actions. We create this basis by orienting ourselves to our family values. In doing so, we always promote and demand social, ecological and economic sustainability, respect for and compliance with the law and internal company rules. We consistently comply with these requirements and values ourselves which are communicated internally to our BIKAR FAMILY in a separate code of conduct.

In order to provide a healthy basis for trust, integrity and partnership, we also require our business partners to implement the following contents. Furthermore, the requirements must also be ensured in the supplier's supply chain. Against this background, we have developed this Code of Conduct for our business partners.

Only if we all work together in this sense – using this code of conduct we can strengthen our mutual trust and protect our company, our business partners and also the environment.

- Alexander Bikar -
CEO

- Pascal Bikar -
CEO

- Claudia Bikar -
CEO

***Note**

Aspects of gender mainstreaming will be given due consideration in the implementation of the activities. In this document, the masculine form of terminology is used primarily for reasons of readability. Where no explicit distinction is made, all gender identities are generally addressed.

BUSINESS INTEGRITY



Cooperation with customers, suppliers and other business partners

In particular, we expect our business partners to comply with all local, national and international laws and regulations applicable to their business activities, to meet standards for the protection of employee health and safety, the environment and data, and to refrain from corruption, money laundering and tax evasion. We expect our customers and business partners must behave with the same integrity as we do.



Fair competition

We respect and expect our business partners to respect competition and antitrust laws. Agreements with competitors on prices, pricing, offers, quantities, conditions or market divisions are strictly prohibited.



Protection of company property

We expect our business partners to protect our company's property and resources from damage or loss. In addition to physical resources, this includes intellectual property, documents and confidential information.



Corruption

We expect our business partners to strictly reject bribery and corruption and to comply with applicable law.



Import and export control



Combating money laundering and tax evasion

Our business partners are committed to complying with laws against money laundering and tax evasion and not to engage in money laundering activities.



Whistleblowing

An anonymous online whistleblower system is available to our employees, customers, suppliers, and other business partners for reporting significant violations of our codes of conduct and other rule violations.



You can find the contact form [here](#):

Alternatively, you can contact our compliance organization directly by email. Contact: whistleblowing@bikar.com. We carefully review every case and take the necessary measures if required. Whistleblowers have nothing to fear.

OUR RESPONSIBILITY



Human rights



We expect our business partners to respect and protect the globally applicable regulations for the protection of human rights as fundamental and universally applicable requirements. Our business partners must not use child labour or forced labour and must at least comply with the conventions on the worst form of child labour, the abolition of forced labour and the minimum age.

Social and fair



BIKAR does not tolerate any form of discrimination or disadvantage based on gender, age, origin, culture, religion, disability or sexual orientation. We also expect this from our business partners. Our business partners should respect freedom of association and expression and support the exchange of different ideas and views.

Working conditions and occupational safety



We expect our business partners to give top priority to the safety and health of their employees and visitors. To ensure this and to prevent accidents, the laws, regulations and standards applicable in the workplace are to be complied with. Internationally recognised standards shall be followed by our business partners.

Freedom of assembly



We expect our business partners to respect the right of their employees to freedom of association and collective bargaining. Workers' representatives must not be discriminated against and their employment contracts must not be terminated in retaliation for exercising workers' rights, raising grievances, participating in trade union activities or reporting suspected rights violations.

Pay and working hours



We expect our business partners to remunerate their employees fairly and in line with their performance. At the same time, we also expect our business partners to comply with the respective applicable national legislation on working hours. Remuneration for regular working hours and overtime must correspond to the national statutory minimum wage or the minimum standards customary in the industry, whichever is higher.



Data protection and Information Security

We expect our business partners to respect all applicable laws on the protection and processing of personal data of employees, customers, suppliers and other data subjects. Company and business-related data must be treated confidentially and may only be used within the scope of the task.



Production safety

We expect our business partners to inform us proactively and transparently about the environmental and safety aspects of their products. The business partners shall comply with all applicable product safety requirements and regulations, in particular the legal requirements concerning the safety, packaging and labelling of products as well as the use of hazardous substances and materials.

CONSIDERATE HANDLING



Environmental protection

We expect our business partners to conduct their business in an environmentally conscious manner and to take measures for a responsible approach to the environment. We assume that the respective applicable national environmental laws, regulations and standards are complied with. Consideration must be given to minimising the emission of greenhouse gases, minimising damage to the environment and health, and using renewable resources.



Conflict materials

We expect our business partners in the supply chain to respect human rights when procuring their raw materials. For this reason, no raw materials should be purchased or used whose extraction in known regions fuels conflicts in which these rights are violated. This is based on Section 1502 of the US „Dodd-Frank Act“ of 2010 and the „OECD Due Diligence Guidance for Responsible Sourcing of Minerals from Conflict-Affec-

ted and High-Risk Areas“. Information should be communicated and passed on in the form of the „Responsible Minerals Initiative“ (RMI) templates such as CMRT and EMRT. Furthermore, comparable national and international legal obligations relating to conflict materials must be observed.



Waste and recycling

When developing, manufacturing and shipping products, our business partners must take into account the avoidance of waste, recycling, reuse and the safe, environmentally friendly disposal of residual waste.



Energy and resource efficiency

We expect our business partners to use natural resources sparingly and reduce environmental impacts in the air, on land and in water.

IMPLEMENTATION



Confirmation of the business partner

We hereby confirm that we have received and understood the Code of Conduct of the BIKAR METALS (BIKAR-METALLE GmbH and affiliates, herein referred to as „BIKAR METALS“) and we hereby assure that all our actions are and will continue to be carried out in accordance with the rules and principles set out in this Code of Conduct.

Furthermore, we undertake to notify BIKAR METALS promptly in writing of any breach of this Code of Conduct and acknowledge that, in the event of any such breach, any company within the BIKAR METALS Group shall be entitled to terminate the business relationship and all existing agreements with immediate effect.



Company name

Name, position of the signatory

Date, place

Stamp, signature



CONTACT

Lisa Karl
Head of Sustainability & Compliance
+49 (0) 2751 - 9551 264
compliance@bikar.com