

---

# Code of Conduct for Business Partners

Version 2.0

**07**

26



## Introductory Statement of Principles

At TER Chemicals Distribution Group, we believe that the essence of sustainable business lies in taking responsibility for a better future for everyone.

[For ease of reading, this document uses language that is intended to be gender-neutral. Any references to individuals apply equally to persons of all genders.]

We have been active in the chemical trade for over a hundred years and have in-depth market knowledge in this industry. Our goal is to be the preferred specialty chemicals distributor for our suppliers, customers, and employees. As a provider of technical and application-specific solutions, we see ourselves as a reliable partner throughout the entire value chain, from procurement to logistics.

Integrity, reliability, and mutual respect form the foundation of our collaboration. Competence and trust are central elements of our partnerships, both internally and with our business partners worldwide. In this regard, we expect a shared understanding of responsible conduct, which includes compliance with legal requirements, ethical business practices, and ensuring quality and on-time delivery.

With this in mind, this Code of Conduct sets forth the TER Chemicals Distribution Group's binding requirements and expectations for its business partners. In particular, it covers the areas of legal compliance, human rights, labor and social standards, environmental and climate protection, and ethical business conduct.

We expect our business partners to acknowledge and comply with the principles set forth in this Code of Conduct and to integrate them appropriately into their own business processes and supply chains. This includes identifying existing risks, taking appropriate measures to minimize them, communicating the contents of this Code to downstream business partners along the supply chain, and transparently demonstrating compliance with these requirements upon request—regardless of whether this is done based on the TER Code of Conduct or the company's own set of rules with equivalent content.

By accepting this Code of Conduct, our business partners commit to implementing the principles described herein, ensuring compliance with them, and passing on these requirements throughout their supply chain. The TER Chemicals Distribution Group reserves the right to verify implementation and compliance through appropriate verification mechanisms, such as audits or self-reports.

To uphold our values and ethical principles, we at TER Chemicals have made them available to our employees and managers on our official website, [TER Chemicals: Ihr Lieferant für Spezialchemie](#). These are communicated to all employees according to their roles and are centrally accessible at all times. Together, they form the guidelines for our actions and conduct.

## **Fundamentals**

We are committed to taking responsibility for activities in all working environments and maintain the highest standards of business ethics, competition integrity, as well as compliance with all relevant and applicable laws and regulations. In addition, we follow external codes and principals that are governed by the UN Global Compact the Responsible Care Charter. We strengthen the integrity of our company in the eyes of our suppliers, customers, competitors, employees, and other interested parties (stakeholders), and contribute to the preservation good standing and reputation of the chemical industry.

We expect our business partners (hereinafter referred to as the “Company”) to be equally committed to our principals.

## **Human Rights, Labour Standards and Working Conditions**

A culture of equal opportunities, mutual trust and respect is very important. The Company promotes equal opportunities and prohibits discrimination in the recruitment of employees and or in the promotion/provision of training thereof. The Company treats all employees equally, regardless of gender, age, colour, culture, ethnic origin, sexual orientation, disability, religion or belief or any other personal characteristic unrelated to job performance.

The living wages paid are at least in line with national legal requirements or industry standard remuneration and allow workers and their families to live in dignity under decent living and housing conditions. The working hours and break times provided for under ILO Conventions and applicable national law, as well as regulations on working at night, are observed.

There is a safe and hygienic working environment in compliance with and in strictest observance of the national official regulations applicable to the Company.

Employees are regularly instructed and trained on occupational health and safety measures.

The Company strictly rejects all forms of human trafficking, forced labour and child labour. Employment of people under the minimum working age as defined by national legislation does not take place.

Activities that are carried out under the threat of a serious evil and/or the withholding of personal official documents, are prohibited. This also applies to the use of non-affiliated personnel.

Employees shall not be disciplined or discriminated against for claiming rights under the ILO Standards, or for complaining about violations to the management, authorities, or advocacy groups.

The freedom of association and the right to collective bargaining of workers shall be respected.

In the event of different standards set by national legislation, ILO Standards or this Code of Conduct, the Company always complies with the strictest rule.

## **Responsibility for Health and Safety**

The Company shall only promote products and services that are safe for human and animal health. The safety and health of the Company's employees are, in addition to the quality of its products and economic success, an equally important corporate goal. Occupational safety and health protection are an integral part of all operational processes and are not only included in economic and social considerations right from the start – but even as early as the planning phase. The Company cooperates with customers, suppliers and third parties to avoid health damage to humans and animals. Health-endangering or hazardous activities may only be carried out by specially trained employees or external specialists.

All the Company's employees promote safety and health protection in their working environment and comply with occupational health and safety regulations. Every manager is obliged to instruct and support his/her/its employees in the exercise of this responsibility. The handling of substances hazardous to health is only carried out by specially qualified personnel in compliance with national regulations.

Employees of subcontractors are subject to the same safety standards as the Company's employees. This is considered during selection and cooperation with external product and service providers.

## **Environmental Protection**

Emissions that are detrimental to the environment are prevented or reduced in accordance with national legislation, using best available techniques and best practices.

Chemicals listed as persistent organic pollutants in the annexes to the current applicable version of the Stockholm Convention, are not stored, used, or applied in production, in accordance with national legislation related thereto.

National legislation for the protection of the environment is observed and implemented in industrial production facilities and warehouses of the Company, in accordance with the state of the art available at the time, to prevent environmental damage from all forms of emissions and effluents.

Internationally defined climate goals are observed and implemented in accordance with national legal provisions, and suitable industrial facilities exist for this purpose or are retrofitted accordingly, based on suitable internal planning and specifications.

## **Corporate Social Responsibility and Sustainability**

The Company strives for a long-term partnership with its business partners and makes efforts to offer them quality products and services including the provision of necessary information and support.

The purchase of raw materials for production is carried out in a resource-conserving manner and in compliance with the applicable national regulations. The Company also considers the careful use of limited natural resources and social and ethical concerns of private parties that are not part of a direct commercial relationship. Further stakeholders, such as the competent authorities and institutions prevailing to various industrial sectors are consulted and supported.

The use of raw materials and operating materials is designed in such a way that unnecessary material consumption is avoided. Operational facilities and production processes are designed in such a way that the consumption of energy and water is reduced as much as possible regarding the "environmental footprint". Environmental emissions are avoided as far as possible in accordance with the state-of-the-art waste materials are recycled as far as possible in accordance with national regulations. Moreover, the Company shall handle, collect, store and dispose of waste in an environmentally responsible manner. Hazardous waste will neither be imported nor exported.

The Company does not manufacture or supply products containing conflict minerals that directly or indirectly finance or support armed groups and cause human rights abuses, as described in Annex II of the OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas (OECD DDG).

The Company will comply with the Minamata Convention on Mercury when sourcing raw materials and manufacturing products to protect human and animal health and the environment.

## **Proper Competitive Behaviour / Anti-Corruption**

Maintenance of applicable competition law is a core value to the Company. The Company is committed to promoting and complying with the relevant national competition legislation. The Company acknowledges the importance of honesty and justice in its business and will always act in accordance with the principles of fair competition.

Furthermore, the Company is aware of its obligations to prevent any forms of active or passive corruption (such as e.g., blackmail, offers of influence, promises) to government officials, political parties, party officials, or candidates for public office, etc., for the purposes of obtaining or retaining business advantages. Any form of influence by or on third parties on business/commercial or strategic decisions, e.g., through bribery or the granting of advantages, is rejected.

## Secure Information and Protect Intellectual Property Rights

We hereby confirm that we acknowledge, support, and comply with this Code of Conduct and its principles. Furthermore, we commit to sharing the contents of this Code of Conduct with our business partners throughout our supply chain and to promoting compliance with it in an appropriate manner. This commitment applies regardless of whether the Code of Conduct is implemented in the form of the TER Code of Conduct or as our own set of rules with comparable content.

### Declaration:

We herewith confirm that we acknowledge, support, and comply with this Code of Conduct and its principles.

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature and Name of Company's Management: \_\_\_\_\_