

Corporate policy of the Bertrandt Group

Mission Statement and Code of Conduct



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We have laid the foundations. With our Mission Statement, we are not just regulating how we interact within the Group, but also defining the mutual understanding we have with our customers and shareholders. Engagement and trust are values that we return to and live out each day.

DIETMAR BICHLER, Chairman of the Supervisory Board

STRATEGY: COMPREHENSIVE SOLUTIONS ON SITE

Sustainable, profitable growth and excellent results are the foundations of future-proofing. Our goal is to increase our company's value sustainably and permanently. We want to secure and extend the market share we have gained. In doing so, we always want to achieve an optimal balance between customer benefit and economic efficiency. We meet our customers' high demands through the extensive competence present in all development departments across the Bertrandt Group and along the entire product development process.

SERVICES: ADDING VALUE

Bertrandt is ready to realign its service provision to the relevant markets and customers in a sustainable, future-proof way. As one of the leading European development specialists for cars, motorbikes, commercial vehicles, aviation, mechanical and plant engineering, electronics, energy, shipbuilding and medical technology, we have been supporting our customers' product development for over 40 years. We offer services covering the entire development process in almost all engineering areas and have extensive process expertise at our disposal. We render the best possible services to our customers.

EMPLOYEES: SUCCESSFUL THROUGH TEAMWORK

Our employees are the basis of our success. Our values when interacting with each other are: being a good role model, trust, fairness and appreciation. Both internally and externally. We stand for commitment to our services, our teamwork and networking. We offer the necessary space within our company for every employee to perform in the best possible way, independently and responsibly.

Everything we do demands respect for people and the environment. Our relationship with our customers is characterised by a high level of reliability and strict confidentiality in project work. Trust is a vital building block in lasting customer relationships. An important prerequisite for successful partnerships, alongside the technical services and the extensive knowledge of our employees, is the financial stability and transparency of the company. Bertrandt is a long-term partner to its customers, shareholders and employees. We place value on profitable growth and long-term value enhancement to the benefit of our shareholders and employees.

The Bertrandt Group Code of Conduct

As one of the leading providers of development services in the mobility sector, Bertrandt AG acknowledges its responsibility towards customers, shareholders, business partners and the entire workforce within the Group in the present code of conduct.

For almost 50 years, we have supported manufacturers and suppliers in the international automotive and aviation industry, mechanical and plant engineering, electronics, shipbuilding, medical technology and energy with the development of their products. Our relationship with our customers is characterised by a high level of reliability and strict confidentiality in project work.

Trust is a vital building block in lasting customer relationships. An essential prerequisite for successful partnerships, alongside the technical services and extensive knowledge of our employees, is the financial stability and transparency of the company.

Our employees are the basis of our success. Openness, trust and mutual appreciation characterise our daily collaboration: both internally and externally. An above-average willingness to perform and a high degree of initiative are just as much a matter of course as the willingness to constantly learn and expand personal skills for the benefit of our customers.

We carry out our business within the framework of the applicable laws and regulations and uphold the professional and ethical standards of our sector. This code of conduct collates and sets out all the existing principles governing the behaviour of all employees in the Bertrandt Group.

The principles apply equally to internal collaboration and to interactions with external partners.

All Bertrandt employees are obliged to fulfil the requirements of this code of conduct. Supervisors are also responsible for acting as role models in every respect, for paying particular attention to the legality of all conduct on behalf of the Bertrandt Group and for promoting our corporate culture in terms of professionalism, ethics and compliance.

COMPLIANCE

It goes without saying that all applicable legislation is respected and observed at Bertrandt. We also expect this from our business partners.

Because of the large number of our international subsidiaries, numerous laws and rules are to be observed with across the Group. This also expressly include all regulations regarding export control and economic sanctions. All employees in the Group are obliged to observe the laws in force, comply with the valid internal rules and fulfil the agreements made with our business partners.

Bertrandt has appointed a Chief Compliance Officer (CCO) who reports directly to the board. The Compliance Department led by the CCO has set up a compliance management system and is developing this further. The compliance management system includes a code of conduct for employees and a whistleblower system that enables the compliance officers to make matters transparent as quickly as possible, to clarify them and to take further steps. Reports can be made by telephone via a hotline or by email directly to the Compliance Department via a dedicated address. Reports are treated in full confidence if this is requested; in such cases, the compliance officers are exempt from their obligation to report to the board with regard to the identity of the whistleblower and the situation will be handled with full anonymity. Bertrandt will take no reprisals if a potential infringement of the law or of this code is reported in good faith.

HUMAN RIGHTS

We respect human rights within the sphere of our influence and expressly commit ourselves to the abolition of all forms of slavery and child labour.

EQUALITY OF OPPORTUNITY

We are committed to firmly opposing any form of discrimination on the basis of gender, race, age, skin colour, religion, familial status, sexual orientation, origin, physical or mental disability or any other characteristic that is subject to special protection under applicable legislation. This particularly applies to discrimination against employees. We respect the personal dignity, personal rights and private sphere of all employees. We treat each other with openness and honesty in a manner marked by respect and responsibility.

CORRUPTION AND CONFLICTS OF INTEREST

We do not tolerate any form of corruption, extortion, bribery, the acceptance or granting of advantages, and in no way take part in such activities. By ensuring a high level of transparency in our business processes, we prevent such practices from taking root. The company endeavours to recognise any incipient conflicts of interest and counteract them through open communication and clear arguments.

FAIR COMPETITION AND INTELLECTUAL PROPERTY

We comply with national and international competition laws and do not engage in price-fixing or other actions in violation of anti-cartel law. The intellectual property of third parties is to be respected and protected.

REMUNERATION AND WORKING HOURS

We not only ensure our employees are well remunerated, we also guarantee that this remuneration for their work respects the principles of equal treatment across the workforce. We also comply with the legal regulations and sectoral standards regarding working hours, offering flexibility in many areas so that employees can balance their career and family life.

EMPLOYEES' HEALTH AND SAFETY

Taking account of economic, legal and social conditions, we constantly work to implement preventive measures in the field of occupational health and safety. Occupational health and safety are embedded in our company processes, which support all individual employees towards working actively to promote their own health. They are based on the active participation of every individual.

ENVIRONMENTAL PROTECTION

We committed to protecting the environment. To this end, we promote the holistic environmental awareness of all employees, suppliers and service providers by involving them in our activities as far as possible. With the aim of developing environmentally friendly and resource-saving technologies, we consider the entire life cycle of our services and products. To avoid environmental pollution and adverse environmental impacts, we also include local and regional environmental conditions in the planning and implementation of measures.

We are particularly committed to the conscious use of natural resources such as energy, water, soil and air, including the controlled use of raw materials and consumables. For this reason, we monitor the effects of our environmental activities, assessing

the efficiency of the measures taken to achieve environmental goals. By implementing an environmental management system, we are committed to continuously improving our environmental performance.

As part of our responsible use of chemicals, we reduce, as far as possible, human and environmental exposure to damaging chemicals. Chemicals are only used sparingly in the necessary quantities.

When handling these materials – in their transport, storage, use, recycling or reuse and final disposal – the necessary safety measures must be guaranteed.

DATA PROTECTION/CONFIDENTIALITY/ INFORMATION SECURITY

Bertrandt AG is conscious of the diverse demands of corporate and IT security and data protection. We have organised security measures in this regard at a local and cross-Group level. In addition, we respect legal requirements: we integrate all employees, customers and business partners in this. Our fundamental principle is this: security and data protection are the task of every manager and every individual employee. Transparency regarding the purpose and effect of data collection and storage as well as sensitivity in handling data are important to us. Each of our employees is therefore required to handle data in accordance with the Bertrandt security requirements. We use suitable technological methods to protect the company against risks and threats, e.g. structural elements or IT security measures. Organisational and technical security standards apply to their implementation.

A rigorous risk and emergency management system secures the processes in the event of an emergency or malfunction, supports safe operation and, if necessary, a safe restart.

FREEDOM OF ASSOCIATION/ COLLECTIVE BARGAINING

We respect the fundamental right of our employees, as enshrined in the constitution, to freedom of association and collective bargaining.

SAFETY CULTURE

As a development partner for the automotive industry, Bertrandt takes its responsibility for developing safety-relevant vehicle systems seriously.

Keeping every individual who handles or uses products developed by us safe is therefore a matter of particular concern to us. We achieve success in avoiding unacceptable risks for humans and society through safety-consciousness at all organisational levels. This is supported by individual training measures and optimised processes along the safety life cycle.

BUSINESS PROCESSES

One of Bertrandt's important tasks, with all employees and business partners, is to align itself with the current and future demands of customers. To this end, we regularly record and assess our corporate environment and internal orientation, meaning that we can react to the changing demands of our customers and other relevant interested parties at short notice.

Through systematic process management, we ensure the high quality standards of our services and products. We see it as every individual's duty to continuously improve the company-wide management system and business processes within the scope of their activities in order to constantly develop the range of services offered. The actions of all employees are characterised by both risk-based and opportunity-oriented thinking.

At fixed intervals, we reassess every supplier and customer we have, comparing them using a computer-based process to all relevant sanctions lists. If a hit is detected, we assess the situation without delay, terminating the business relationship immediately if the results are confirmed.

We integrate all the relevant demands of our business partners within the spheres of quality and environmental management, information security, occupational safety and economic improvement. In this way, we create high, long-term customer benefit and support increased customer satisfaction.

We respect the intellectual property of third parties. We protect confidential information and knowledge provided by third parties, only using external knowledge if it is legally permissible or obtainable by us from publicly accessible sources.

We know the dangers of plagiarism and its potential to cause material and immaterial damage to us and our customers and commit to producing the results of our performance using only legitimate products and services.

We commit our suppliers to corresponding obligations and ensure through appropriate controls that no counterfeit parts are used in the supply chain to our customers. We are rigorous in uncovering any abuses and reporting them to our customers.

Through a targeted information policy and active training and further education, we invest in the competence and motivation of our employees. In this way, all employees at Bertrandt are encouraged to consciously engage in business processes and contribute to our company's success. Our managers act in accordance with their status as role models. We work with integrity and act impartially, maintaining confidentiality, in accordance with best practices and free from internal and external compulsion.

The management of our business processes on the basis of the Bertrandt Management Manual (BMM) is conducted through the determination, continuous monitoring and assessment of performance criteria and goals. The performance and integrity of the management system and assurance of the planned results of our business processes are achieved through the logical introduction of required measures and subsequent success monitoring.

The company management is committed to maintaining the management system, continuously developing and improving it, providing the resources necessary to do so and fulfilling the demands of the law, authorities and applicable standards.

Ehningen, 25.04.2022
The Management Board

HANS-GERD CLAUS

Member of the
Management Board
Engineering

MICHAEL LÜCKE

Member of the
Management Board
Sales

MARKUS RUF

Member of the
Management Board
Finance