

Code of Conduct for Suppliers

Preamble

Hoffmann Mineral GmbH is committed to ecologically and socially responsible corporate governance. We are committed to compliance with legal regulations and ethical principles with regard to human rights, environmental protection, and the fight against corruption. We also expect our employees to observe the principles of ecological, social and ethical behaviour and to understand them as an integral part of our corporate culture. We expect the same behaviour from our suppliers, service providers and business partners. We also strive to make a positive contribution to the development of society in terms of sustainability with our corporate actions and our products. We expect our suppliers to act in accordance with our principles and to make their contribution to the continuous improvement of sustainability performance.

The contractual partners agree on the following regulations for their cooperation. This agreement applies as the basis for all deliveries and services. All our partners undertake to comply with the principles and requirements of the Code of Conduct and to endeavour to contractually oblige their subcontractors to comply with the standards and regulations set out in this document. This agreement becomes effective upon acceptance of our order or contract. Hoffmann Mineral reserves the right to take appropriate measures in the event of violations, up to and including termination of the business relationship.

All applicable laws and regulations, both national and international, as well as minimum industrial standards, conventions of the International Labour Organization (ILO), the UN and all other relevant legal provisions shall be complied with.

1. Forced labour and child labour

No forced labour, slave labour, or labour of a similar nature may be used. Any work must be voluntary and without threat of punishment. Any exploitation of children and young people will not be tolerated by Hoffmann Mineral GmbH. Child labour as defined by the ILO and United Nations conventions and national regulations is prohibited.

2. Bribery and corruption

Hoffmann Mineral GmbH declares its opposition to corruption and bribery and requires its business partners to comply with the legal regulations for combating corruption. The business partners assure that they do not offer, promise or grant any inadmissible advantages to Hoffmann Mineral employees or persons close to them.

3. Discrimination

Discrimination, or unequal treatment of employees in any form, is not permitted unless it is justified by the requirements of employment. This applies, for example, to discrimination based on gender, race, ethnic or social origin, skin colour, disability, health status, political conviction, origin, ideology, religion, age, pregnancy or sexual orientation. The personal dignity, privacy and personal rights of each individual are respected.

4. Remuneration and working hours

Working hours shall comply with applicable national law, industrial standards or relevant ILO conventions. Hoffmann Mineral business partners shall ensure that the wage paid to the employee is at least equal to the minimum wage required by law. Wage deductions as punitive measures are not permitted. The business partner shall ensure that employees receive clear, detailed and regular written information about the composition of their remuneration.

5. Freedom of organization and assembly

The fundamental right of every employee to join employee organizations must not be hindered, but must be recognized by business partners and suppliers.

6. Occupational health and safety

Business partners are required to provide a safe, healthy and hygienic working environment and to take necessary measures to prevent accidents and damage to health that may arise in connection with their activities. In doing so, it must be ensured that occupational safety standards are complied with.

7. Environmental protection

Hoffmann Mineral GmbH expects its business partners to comply with the respective environmental laws, standards and other regulations. Environmental pollution and hazards are to be minimized and environmental protection in daily business operations is to be continuously improved. Our business partners must use resources responsibly and avoid waste. The supplier shall take measures to create transparency about emissions in its own business operations, including the supply chain.

8. Confidentiality and data protection

The supplier/service provider undertakes to meet the reasonable expectations of its client, suppliers, customers, consumers and employees with regard to the protection of private information. The business partner shall comply with data protection and information security laws and government regulations when collecting, storing, processing, transmitting and disclosing personal information.

Compliance with the Hoffmann Mineral Supplier Code of Conduct.

By signing this document, the supplier/service provider agrees to act responsibly and adhere to the principles/requirements listed. The supplier undertakes to communicate the contents of this code to employees, agents and subcontractors in a manner that is comprehensible to them and to take all necessary precautions to implement the requirements.

Place, date

Signature

Name (in block letters), function

Company stamp