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## Code of Ethics

### Techno Parts GmbH

#### Preamble

We at Techno Parts GmbH consider ourselves to be a company that exercises its social responsibilities. For example, respecting human rights and defined labour standards, as well as promoting environmental protection and fighting corruption, are seen as integral to the Techno Parts corporate culture and are therefore regarded as our corporate duty.

To fulfil this responsibility, Techno Parts has undertaken a voluntary commitment to this Code of Ethics, which serves as a set of guidelines and underpins our entire corporate conduct.

Based on the statements below, Techno Parts undertakes to adhere to the principles of the UN Global Compact. Moreover, as the globally agreed social standards governing labour Techno Parts applies the current ILO conventions which are based on the Declaration on Fundamental Principles and Rights at Work and embraces diversity as an opportunity and enrichment for our company.

Furthermore, Techno Parts complies with all current German legislation and statutory regulations as a matter of course, notably with Article 3 of the Basic Law requiring equality of opportunity for all persons, the Temporary Employment Act with respect to employees contracted on a temporary basis and all other legislation and statutory regulations in all countries where Techno Parts is active.

EN ISO 9001  
Certified Company



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Geschäftsführer:  
Dipl.-Ing. Dietmar Woyciniuk

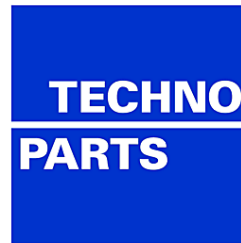
Amtsgericht Essen HRB 4910  
Ust-Nr.: 111 5718 2424  
Ust-IDNr.: DE 119653288

National-Bank AG Essen  
Kto.-Nr. 226 408  
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IBAN: DE 61 3602 0030 0000 2264 08  
BIC: NBAG DE 3 E

Commerzbank AG Essen  
Kto.-Nr. 150 76 49  
BLZ: 360 400 39  
IBAN: DE 51 3604 0039 0150 7649 00  
BIC: COBA DE FF 360

Wir liefern ausschließlich zu  
unseren allgemeinen  
Geschäftsbedingungen.

We deliver exclusively under our  
terms and conditions of business.



## **Our values**

Techno Parts has conducted its business for over 50 years as a highly efficient and specialist company which produces and supplies seals for use in hydraulic, pneumatic, chemical and plant engineering applications. We make use of our experience in the products of impeccable quality we supply, in responding rapidly and flexibly to customer requirements and in working out solutions to problems fast. Furthermore, we always strive to be a reliable partner for our customers and to maintain open and clear communications and transparency in our customer relations.

Our interest lies in establishing long-term collaborative relationships based on trust and reliable partnerships with employees, customers, suppliers and society. We stick to the rules and keep to our word.

## **Our conditions of employment**

### **Right to equal opportunity and non-discrimination**

We guarantee equality opportunity and treatment before the law to prevent any discrimination on the grounds of race or skin colour, gender, language, religion, political opinion, national or social origins, social position, sexual orientation, disability or age.

We do not allow forced or compulsory labour and respect and support the right of children to be protected from economic exploitation.

We protect employees from harassment in the workplace, in particular from any kind of sexual, physical or psychological abuse.

### **Health, safety and the environment**

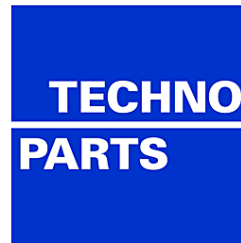
The health and safety of those who work for us is our highest priority. We provide safe and healthy working conditions. Our staff receive all the essential safety training delivered by qualified specialist personnel.

We do not develop or distribute any potentially harmful products. To ensure that we do not endanger the environment, we are committed to conducting our business on an environmentally sustainable basis and to improve our environmental performance continuously in respect of the environmental protection afforded by our operations and our products.

### **Pay and working time**

We respect, support and promote existing social standards. Hence, we make sure that we comply with all statutory regulations and industry standards governing pay and working time. Employees do not have to work an unreasonable number of hours as overtime and are not expected to work more hours than are laid down in local labour laws.

We adhere to the requirements of the German Working Time Act.



## **Our business practices**

### **Recognition of statutory regulations**

We recognise and respect national and international standards and statutory regulations, as well as the administrative practices and authority of the countries where we operate.

### **Information policy, accounting and insider trading**

We provide comprehensive and transparent information to our shareholders, employees, financial analysts and other target groups based on the principle of non-discrimination. Our accounting practice, annual accounts and all other financial information comply with the legislation and statutes. We comply strictly with the regulations governing proper accounting practice and the adopted accounting standard. All employees are forbidden to forward non-public information to third parties.

### **Bribes, gifts and favours**

We refrain from offering, promising, providing, accepting, tolerating, knowingly profiting from and demanding bribes or any other kind of improper advantage.

Employees must not accept or give gifts or favours which might be regarded as providing undue influence. If it is there is a custom of exchanging gifts in a particular culture, these must be of a symbolic character only.

### **Intellectual property**

We handle our own intellectual property with the greatest possible care. We also apply the same care to our business partners' intellectual property. Employees undertake not to forward confidential information of any kind to external persons, even after they have left the company.

## **Our relationships with the authorities and business partners**

### **Customers and suppliers**

Our employees also comply with the ethical principles set out here when dealing with external companies. We refuse to engage in business which is not ethically acceptable. We protect customers' and suppliers' information and access to this information is restricted to those employees who need the information for business purposes.

We ensure that these principles are applied and incorporated into all contracts and other agreements and arrangements we enter into with business partners.

### **Participation in society**

We accept and endorse the participation of employees in political life as part of the legislative process.



### **Local authorities**

We operate in a variety of countries and are therefore subject to different national and international laws and regulations. All employees whose work brings them into contact with local authorities are responsible for ensuring compliance with the relevant legislation and regulations as applicable.