# CODE OF CONDUCT

## 1 Basis

The integrity and good reputation of a company are crucial competitive advantages. As a corporate group operating on a global scale, Buss AG and its subsidiaries (hereinafter referred to as «BUSS») not only comply with the relevant local laws and regulations, but also cultivate with all partners business relationships that are based on the principles of trust, fairness, transparency and honesty.

## 2 Scope

This code sets guidelines for behaviour in business relationships, in particular with a view to preventing corruption. This code of conduct applies to all BUSS employees and to all BUSS partners (such as agents, suppliers, contractors, consultants) and their personnel, irrespective of their type of contract.

## 3 Legal compliance

BUSS adheres to the principle of good corporate citizenship. Our employees and partners must comply with the local laws and regulations of the various countries in which BUSS does business or plans to do so.

## 4 Basic principle

Bribery and corruption are criminal offences and can result in substantial penalties for BUSS, its employees and its partners. Neither BUSS nor our employees or partners shall be involved in bribery, either actively or passively.

## 5 Prohibition of active bribery

BUSS does not tolerate bribes in the name of BUSS, for gaining business advantages. Accordingly, our employees and partners shall never attempt to entice thirdparty persons (such as employees of competitors, business partners, or public authorities) to infringe their professional or official obligations – namely for the purpose of gaining or upholding business relations – through the offer or promise of money, gifts or other advantages.

## 6 Prohibition of passive bribery

BUSS does not tolerate its employees or partners accepting bribes as a means of influencing business procedures. Accordingly, our employees and partners shall never accept bribes or assurances offered in the form of cash, gifts or other favours by current or potential business partners (such as customers or suppliers) or by competitors.

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## 7 Prohibition of indirect bribery

Corruption cannot be outsourced. The prohibition of active and passive bribery also applies to activities meant to circumvent this prohibition, such as unjustifiable or secret commissions or consultancy fees or other payments that do not adequately or appropriately reflect services rendered.

## 8 Acceptable gifts

The prohibition of offering or accepting gifts does not apply to gifts or favours that are socially customary and of insignificant value, or invitations to normal business events. As a basic principle, gifts or invitations must be appropriate and justified under the given circumstances.

## 9 Conflict of interest

Our employees and partners shall avoid situations that can lead to conflict between personal interests and the interests of BUSS. BUSS officers, employees and partners with interests in companies with which BUSS corporate entities maintain business relations must disclose their respective financial or economic interests. This also includes all appointments, such as membership of boards of directors, advisory boards or similar bodies and all consultancy contracts. Officers must also disclose any financial or economic interests of persons related to or associated with them to the extent that those interests could conflict with the interests of BUSS.

BUSS employees and partners are prohibited from taking advantage of their relationship with BUSS in order to gain advantage for themselves or for persons related to or associated with them.

## 10 Scope of application of this code

This code is intended to form an integral part of the relevant contracts between BUSS, its employees and its partners. It shall be signed by all BUSS employees, all BUSS partners and their relevant employees.

## 11 Entry into force

This code was approved by the Board of Directors at its meeting of October 25, 2017 and came into force with immediate effect. It can be amended or supplemented at any time by the Board of Directors.

For the Buss AG Board of Directors

Dr. Stephan Mayer

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