



CODE OF CONDUCT

CODE OF CONDUCT OF
LABOMATIC INSTRUMENTS AG &
LABOMATIC INSTRUMENTS GMBH

TABLE OF CONTENTS

<u>Preamble</u>	2
<u>Commitment of Management</u>	2
<u>Team Spirit and Constructive Cooperation</u>	3
<u>Standards of Cooperation</u>	3
<u>Open Communication with Employees</u>	4
<u>Dialogue with Cooperation Partners</u>	4
<u>Customer Orientation</u>	5
<u>Bribery and Corruption</u>	6
<u>Data Protection</u>	6
<u>Protection of the Environment</u>	7
<u>Compliance with Applicable Law</u>	8
<u>Fair Competition</u>	9
<u>Prohibition of Discrimination</u>	9
<u>Dealing with Internal Company Information</u>	9
<u>Protection from Child or Forced Labour</u>	10
<u>Implementation and Enforcement</u>	10

PREAMBLE

Our Code of Conduct is intended to be a guideline for the entire company – Labomatic Instruments AG and Labomatic Instruments GmbH – and therefore applies equally to each of us. Specifically, it is addressed to top management, executives and all our employees and suppliers. This Code of Conduct describes the demand we place upon ourselves to live up to the values and principles listed herein and at the same time, it demonstrates to the outside world our responsible behaviour towards our business partners, customers and employees

COMMITMENT OF MANAGEMENT

Labomatic Instruments AG and Labomatic Instruments GmbH consider it a duty to act in an economically, socially and environmentally conscious manner. Labomatic Instruments AG and Labomatic Instruments GmbH strive to conduct business competently, on an ethical and moral basis and to compete fairly in all markets in which the company operates. This includes compliance with all applicable laws and acceptance of anti-trust prohibitions or restrictions on competition. We want to avoid gaining undue advantages over customers, suppliers or competitors.

TEAM SPIRIT AND CONSTRUCTIVE COOPERATION

We constantly question existing solutions and develop new ideas for the benefit of our customers. To this end, we promote constructive teamwork among our employees. Their interests and demands upon us are decisive for our work and further development. We are successful in our cooperation due to the diversity of our employees and their commitment to our areas of business.

STANDARDS OF COOPERATION

We expect all our employees to act in accordance with the highest professional standards and company policies at all times. We reserve the right to take disciplinary action if employees violate existing policies, rules or regulations in the course of their work or conduct.



OPEN COMMUNICATION WITH EMPLOYEES

If an employee is found to have committed misconduct, we address this person directly and clarify the facts objectively. We do not cover up misconduct nor do we not tolerate any attempts at intimidation or reprisals. If necessary, every employee can turn to a supervisor that he or she trusts.

DIALOGUE WITH COOPERATION PARTNERS

All the business information of our partners and their trade secrets are treated sensitively and confidentially as a matter of principle. Any documents required are properly created, stored or, if necessary, destroyed after cooperation has ended.

THE SECRET OF
COMMUNICATION IS IN
THE RESPECT WE
SHOW TO OUR FELLOW
HUMAN BEINGS.

CUSTOMER ORIENTATION

We behave fairly and honestly towards our customers and business partners. We record the wishes, needs and expectations of our customers and business partners to ensure a targeted implementation of products, services or other processes. Our primary goal is to build a long-term and stable relationship with our customers and business partners based on trust.



WE ACT CUSTOMER-
ORIENTED - IN ALL
LEVELS OF THE
COMPANY

BRIBERY AND CORRUPTION

We do not tolerate any form of corruption, bribery, theft, embezzlement, fraud, tax evasion or money laundering. Our employees are prohibited from accepting or giving favours of any kind (cash, travel, gifts, etc.) that are linked to any undue advantage (the awarding of a contract or project, etc.). All our business partners are required to avoid conflicts of interest that involve a risk of corruption.

DATA PROTECTION

We treat all personal data from our customers, business partners and employees with the utmost care. This includes names, addresses, telephone numbers as well as dates of birth or information about people's current state of health. To secure such data, our employees are obliged to take all measures, which are appropriate to protect our IT system against internal as well as external data theft. This applies, in particular, to the misuse of passwords in the company and the unauthorised downloading of files, especially of inappropriate material from the Internet.

PROTECTION OF THE ENVIRONMENT

Protecting the environment and the climate is an important concern for us. Our employees are required to treat all natural resources used in our company (for example, energy and bodies of water) with care. Our employees are expected to act responsibly in the production and distribution of our products and/or services. To protect our employees, we comply with all laws and regulations concerning health and safety in the workplace. To this end, our managers, in particular, take measures to create a healthy and hazard-free working environment for all our employees.



COMPLIANCE WITH APPLICABLE LAW

We require our managers to familiarise themselves with the laws, regulations and rules relevant to their area of responsibility and to comply with these without exception. Our managers, in particular, bear a high level of responsibility in complying with the Code of Conduct.

The business practices of our business partners and their suppliers must also comply with applicable laws. This applies, in particular, not only to import, export and domestic trade in goods, technologies or services but also to payment and capital transactions.

A violation of economic embargoes as well as trade, import and export control regulations must also be ruled out by our business partners.



FAIR COMPETITION

We are committed to fair competition and comply with the relevant laws and rules in this regard. Therefore, we refrain from agreements on prices, conditions and strategies with competitors, suppliers, other companies and traders, which would otherwise hinder fair competition. We do not participate in any anti-competitive boycotts.

PROHIBITION OF DISCRIMINATION

Any form of discrimination is prohibited as a matter of principle. This applies regardless of nationality, ethnicity, age, gender, sexual orientation, marital status, pregnancy, disability, religion or belief. Promotions and new appointments are always free of discrimination.

DEALING WITH INTERNAL COMPANY INFORMATION

We attach importance to the careful and responsible handling of the products manufactured, work materials used and the company's intellectual property.

PROTECTION FROM CHILD OR FORCED LABOUR

We reject child or forced labour without exception even if the legal requirements of the respective country of our supplier would allow this.



WE RESPECT AND
SUPPORT COMPLIANCE
WITH INTERNATIONAL
RECOGNIZED HUMAN
RIGHTS AND ENSURE
THAT THESE GENERALLY
APPLICABLE
FUNDAMENTAL RIGHTS
ARE OBSERVED.

IMPLEMENTATION AND ENFORCEMENT

Labomatic Instruments AG and Labomatic Instruments GmbH are committed to making the necessary efforts to comply with the principles and values described in this Code of Conduct:

IMPRESSUM

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