



Directive Extension

of the Neschen Group

Addition to the Code of Conduct of the Blue Cap



# ADDITION TO THE CODE OF CONDUCT OF THE BLUE CAP

The following points are also included in addition to the BlueCap Code of Conduct and apply throughout the Neschen Group:

## 1. Forced labor

The Neschen Group rejects any form of forced labor.

## 2. Child labor

The Neschen Group observes the United Nations regulations on children's rights and must comply strictly with them.

## 3. Human rights

The Neschen Group respects human rights at every location - both internally and in our external sphere of influence. Our standards require all our employees worldwide to behave fairly and lawfully towards colleagues, business partners, and the community. We are committed to respecting and promoting human rights.

## 4. Employment contract

All work performed at the Neschen Group is voluntary and governed by an employment contract. Every employee may leave the Neschen Group at any time, subject to the statutory and/or contractually agreed notice period. Each employee receives detailed and comprehensible information about the composition of his or her remuneration. No illegal or unauthorized deductions from wages will be made, nor will deductions from wages be used as a disciplinary measure.

## 5. Minimum wage

Minimum wage requirements will be adhered to.

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## 6. Social media

If social media are used for business communication, these platforms must be used responsibly and in the best interests of the Neschen Group. Under no circumstances may offensive or insulting content or internal confidential information be published.

## 7. IT

We undertake to protect and secure data with comprehensive operational measures (anti-virus software, firewalls, user rights, encryption, backups).

## 8. Pandemic

Compliance with government-imposed hygiene regulations is a top priority and is monitored throughout the Neschen Group. The handling of a pandemic is regulated in an action plan and distributed throughout the company. Should an incident occur within the organization, all necessary measures will be taken immediately to protect the persons concerned.