

Code of Conduct

Essential principles for business partners

Preamble

As an owner-managed family business, pema elektrotechnik gmbh has been a specialist in cable assembly, component assembly and development support for over 40 years. We therefore make a significant contribution to our customers' products by providing them with holistic support from development to production. We attach great importance to customized solutions, flexibility, quality, and efficiency, including through the use of innovative technologies.

pema is committed to ethical, lawful, environmentally conscious, and socially responsible corporate governance. We expect the same behavior from all companies with which pema has a business relationship.

The Code of Conduct is to be seen as the foundation of our values in the company and is based on the ten principles of the UN Global Compact of the United Nations, in which we participate.

This Code of Conduct applies to all future deliveries and sets out the principles and requirements we expect from our business partners. This agreement comes into force when signed. If a business partner violates this Code of Conduct and fails to remedy the situation even after being requested to do so, we reserve the right to terminate the business relationship including all associated supply contracts.

Laws and regulations

The business partner is obliged to comply with the laws and regulations of the countries in which it operates.

Human rights

Our business partners undertake to respect internationally recognized human rights at all times and to act accordingly.

Forced labor

Any form of forced labor is prohibited.

Child labor

Child labor of any kind is prohibited. Unless local laws set a higher age limit, no person of compulsory school age or younger than 15 years of age may be employed (exceptions according to ILO Convention No. 138). Employees under the age of 18 are not permitted to perform hazardous work and are permitted to work at night only on a limited basis in consideration of the educational requirements.

Remuneration

Wages in the business partner's operations, including overtime and special benefits, shall be at or above the level of applicable laws and regulations.

Working hours

Working hours must comply with applicable laws or industry standards. Overtime is only permitted if it is worked on a voluntary basis and does not exceed 12 hours per week, while employees must be granted at least one day off after six consecutive working days. The weekly working time may not regularly exceed 48 hours.

Freedom of association and collective bargaining

The business partner is obligated to recognize and respect the right of employees to freedom of association and collective bargaining.

Prohibition of discrimination

All employees of the business partner must be treated strictly according to their abilities and qualifications in all business decisions, especially in hiring, promotion, compensation, special benefits, further training measures, dismissals, and termination. The business partner undertakes not to allow any discrimination against employees on the basis of gender, age, social origin, nationality, health condition, sexual orientation, religion, or political opinion.

Conflict minerals

We expect our business partners to source minerals, especially materials such as tantalum, gold, tin, and tungsten, only from socially responsible suppliers. Under no circumstances should procurement be carried out in regions where the money from raw material extraction is used to finance war and oppression.

Health and safety

The business partner is obliged to provide a safe and healthy working environment to prevent accidents and injuries. The minimum standard here should be the applicable local laws.

Environment

The business partner is obliged to comply with the regulations and standards on environmental protection that affect its operations. Environmental pollution must be minimized and environmental protection continuously improved. An environmental management system in accordance with ISO 14001 or an equivalent system must be established and implemented.

Environmentally friendly products

When developing products and services, the business partners ensure that their use is economical in terms of energy and natural resources. Products should be suitable for reuse, recycling, or safe disposal wherever possible. Substances whose release poses a risk to humans and the environment must be avoided. If delivered products contain substances of concern that fall under the REACH/RoHS regulation, these must be reported to pema.

Corruption and bribery

Any form of corruption and bribery is to be refrained from.

Competition

The standards of fair business, fair advertising and fair competition must be observed. Bid rigging, price fixing, price discrimination and other unfair trade practices must be refrained from.

Data protection and confidentiality

The business partner must comply with all applicable personal data protection principles and use personal data only when lawful and necessary to fulfill legitimate business purposes. Business partners must ensure that data worthy of protection is properly collected, processed, secured, and deleted. Business partners must oblige their employees to maintain business secrets. Confidential content may not be published without authorization, passed on to third parties or made available in any other form. This also applies after termination of the business relationship.

Supply chain

The supplier must ensure that its suppliers also comply with the requirements of the Code of Conduct.

Acceptance on the part of the business partner

We have received the Code of Conduct for business partners of pema elektrotechnik gmbh and support it by implementing compliance with the requirements and principles in our company.

We furthermore encourage our suppliers to ensure this as well.

Place, date

Company name, company stamp

Name, position

Signature

Please return the completed agreement to us immediately:

By post

pema elektrotechnik gmbh
Procurement
Benzstrasse 8
72649 Wolfschlugen

Or by e-mail

Procurement@pema-connects.com