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1 General Principles

The Global Compact stems from a UN initiative to encourage business to commit to fundamental principles such as upholding human rights and protecting workplaces and the environment. Based on agreements between the United Nations and business enterprises, the Global Compact forms the basis of a global framework for responsible behaviour along the lines of these principles.

Mayer & Cie. GmbH & Co. KG and its subsidiaries feel committed to social responsibility by these principles and even without formally subscribing to the Global Compact, Mayer & Cie. GmbH & Co. KG sees itself and its group of companies as bound to implement and abide by the principles of social responsibility within the Group.

These principles consist of an obligation by the company to uphold internationally acknowledged human rights, to abide by the principle of equal opportunity in employment and to desist from unlawful discrimination. In this connection they include compliance with relevant legislation, observance of the principle of “equal pay for equivalent work in accordance with national regulations” and rejection of exploitative working conditions.

The principles lend expression to the resolve of Mayer & Cie. to protect the health and safety of the employees who work for the company all over the world.

We, Mayer & Cie., are convinced that social responsibility is an important factor in ensuring the company’s long-term business success; it is also both a result and a precondition of value-oriented, sustainable and profitable corporate management.

The principles of social responsibility apply worldwide. We aim in stating them to recognise and take into account different cultures and the diversity of social values. We aim to ensure that all employees are deployed, encouraged and enabled to develop in accordance with their skills, abilities and accomplishments without discrimination of any kind and irrespective of gender, origin and religion.

We want to see the principles of social responsibility anchored in the minds of all our employees and regard these Guidelines as binding yardsticks for the behaviour of the Management and employees in dealings with suppliers, customers and other business partners and in relations with political parties and authorities.

2 Compliance with Laws and Regulation

All employees should be aware of and observe the statutory regulations that apply to their work. The company and Management should for their part ensure that their employees are made aware of the relevant statutory provisions. The employees must abide by their contractual and the company’s regulations, and in this respect the Management holds a special responsibility.

3 General Rules of Behaviour

3.1 Rules of Behaviour Relating to Group Employees

All Group employees contribute toward a corporate culture that is characterised by fair and cooperative collaboration. Tolerance and trusting behaviour in daily dealings with one another are basic principles for Management and employees. All employees undertake to behave responsibly and with integrity. The personality and dignity of each and everyone must be respected. Mutual respect also requires problems at the workplace to be discussed and joint efforts to be undertaken to find solutions to them. We aim by means of openness, tolerance and fairness to develop and maintain a positive work environment.

3.2 Rules of Behaviour for Employees

We expect all employees to contribute by their behaviour toward each other to a positive working atmosphere. The opportunity to get to know other cultures and ways of thinking while working together is enriching for all employees. It boosts motivation and enthusiasm and thereby promotes business success sustainably.

3.3 Rules of Behaviour for Management

By means of management behaviour that is geared to corporate values the Management fosters fair and tolerant behaviour. Management employees contribute with their behaviour toward the personality and dignity of all employees being treated with respect. They create by means of an open-minded attitude toward employees an atmosphere that facilitates a frank exchange of views. They cultivate respectful dealings with each other by means of courtesy, friendliness and mutual consideration. In the course of their management duties they help prevent unacceptable behaviour and act as mediators in relevant cases of conflict.

3.4 Rules of Behaviour with Third Parties

All employees, especially management employees, are aware that by their behaviour they represent the company and thereby shape its external reputation and internal culture. All employees treat others in the same way as they expect to be treated by others. That leads to fair and respectful behaviour toward customers and other external persons with whom Mayer & Cie. has a business relationship. The same applies to all employees of outside companies working at Mayer & Cie.

Fairness and respect are standards that must also be upheld in advertising and in the company’s internal and external self-presentation.

4 Scope

The reputation of Mayer & Cie. is shaped by the manner, actions and reputation of each and every employee. Inappropriate behaviour even by individual employees can do the company serious damage.

All employees are required to help other employees to abide by these principles and to work with the company to apply them.

The specifics of some business units may necessitate rules of behaviour that extend further than the ones stated in these Guidelines. In these cases, additional rules must be drawn up for individual business units, regions or areas of activity in cooperation with HR.

The rules of behaviour defined in these Guidelines are a binding standard based on the law as it now stands for all business activities.

4.1 Behaviour toward Authorities and Officialdom

Gifts, services, payments and loans that Mayer & Cie. or a subsidiary makes to political parties, committees, candidates or political office holders are only permissible insofar as they comply with legal requirements and local regulations and have been previously approved by the Management of Mayer & Cie. GmbH & Co. KG.

Payments, loans and other non-cash benefits provided by Mayer & Cie., subsidiaries or from one’s own resources to civil servants or public service employees with a view to securing orders or advantages are not permitted.

4.2 Conflicts of interest

Private business and financial transactions that run counter to the interests of Mayer & Cie. or might influence decisions by employees and their work for the company are prohibited.

The following rules on gifts, invitations and events must be complied with:

- Employees of Mayer & Cie. must not solicit from business partners invitations to meals or events or gifts or other benefits.
- As guests of business partners Mayer & Cie. employees may only accept invitations to events if the invitation is extended voluntarily, serves a justified business purpose and the meal is a part of customary collaboration.
- Payment by business partners of travel expenses and accommodation is not permitted except for business travel by air or if local conditions are such that hotel accommodation is either impossible or unjustifiable, in which case the employee’s line manager must give his or her prior approval.
- If a business partner pays for accommodation or accommodation is provided in its facilities the going market price must be established and paid to the business partner.
- Attending sporting events, shows or other events as the guest of one and the same business partner is permitted once a year at most and a representative of the host company must be in attendance.
- If employees receive goods or services for private purposes from suppliers, dealers or customers, the market price must be paid and payment must be documented.
- Employees may not request or receive for personal benefit payments, loans or other financial services of any kind from suppliers, dealers or customers.
- Employees may only make use of discounts or other benefits offered by suppliers, dealers or customers if these discounts or other benefits are available and granted to all Mayer & Cie. employees.
- If goods or services are bought or sold on behalf of Mayer & Cie., discounts or other benefits may neither be solicited nor accepted in favour of an individual employee or group of employees.
- Employees and members of their families may not solicit or accept gifts or other benefits from suppliers, dealers or customers. Advertising material and other articles up to a value or counter-value

Responsible:

Mayer & Cie. Tailfingen: Management Board

of € 30.00 may be accepted if they are provided voluntarily and there can be no question of the employee’s decision being influenced thereby. Gifts or other benefits to a value higher than this limit may only be accepted if the Management of Mayer & Cie. has given its express permission.

4.3 Ancillary Activities and Donations

Employees may not without the Management’s express consent serve as members of the management, supervisory or advisory board of another business enterprise.

Without the Management’s express consent employees may not take up any regular ancillary activity that runs counter to the interests of Mayer & Cie. or might impair their work performance for Mayer & Cie. Without the Management’s express approval employees are also not permitted to enter into competition with business partners.

These restrictions do not apply to employees’ work for non-profit institutions such as clubs or civic initiatives. No link may be established, however, between employees involved in this kind of activity and Mayer & Cie. as their employer.

4.4 Financial Commitments / Participations

Employees are required to notify the Management of any significant holdings in companies that are either in competition with Mayer & Cie. or with which Mayer & Cie. maintains business relations. The Management must also be informed of any such indirect holdings. This applies as a matter of principle to any commitment in business enterprises involved in upstream or downstream value creation stages of Mayer & Cie.’s production portfolio (including spare parts).

4.5 Company Property

Company property may only be used for company purposes. Employees are duty bound to protect company property from loss, theft or misuse. Employees must treat all business and trade secrets as confidential both for the duration of their employment and thereafter.

Guidelines and regulations governing the use, access to and security of software, information technology, e-mail, Internet and voice mail systems must be observed. All data protection provisions, including in-house provisions, must be fulfilled.

4.6 Quality Management

Highest quality and constant quality improvement are keynotes of our corporate philosophy and core values for the company's success. Our employees are to take our customers' expectations seriously and to seek possible quality improvement solutions.

4.7 Energy Management

Mayer & Cie. GmbH & Co. KG. undertakes to reduce its energy consumption in the long term and to improve its energy efficiency and energy-related performance in a continuous process. One of the company's principal objectives is to continually optimise its energy efficiency, its energy use and its energy management system and process technology by using the best possible technology.

4.8 Environmental Protection

As we see environmental protection as the basis for the present and future generations, we undertake to abide by the current environmental protection laws and guidelines and we expect our employees and suppliers to demonstrate environmental awareness in what they do and to exercise care in their use of natural resources in the development of new products and production technologies.

5 Social Responsibility

Mayer & Cie. is committed to social responsibility and the principles on which the Global Compact is based. It exercises this social responsibility in its Group companies around the world. We see the exercise of social responsibility as the basis of the company's long-term success and a contribution toward global peace and prosperity, the precondition being that the company's long-term ability to compete is not limited in the world market.

Based on the conventions of international labour organisations we are globally oriented and declare that:

- Mayer & Cie. respects and supports the observance of human rights.
- Mayer & Cie. is opposed to forced labour of any kind.
- Mayer & Cie. is opposed to child labour of any kind.
- Mayer & Cie. is committed to equality of opportunity and rejects discrimination of any kind except insofar as national law specifies definite selection criteria. There must be no difference in treatment of

employees on grounds of gender, race, disability, origin, religion, age or sexual orientation.

- Within the framework of national regulations, Mayer & Cie. is committed to the principle of equal wages for work of equal value.
- Mayer & Cie. expressly recognises the right of employees to organise in trade unions.
- National statutory regulations and agreements must be observed in the form that unionisation takes.
- Cooperation between employees’ representatives and the Management must be constructive and, based always on the principle that the economic interests of the company and the interests of employees are in accord with each other, aimed at striking a balance. In the event of disputes the aim must be to maintain viable long-term constructive collaboration.
- Our corporate objective is to involve, inform and participate the individual employee directly, the tone of communication being based on respect and fairness.
- Mayer & Cie. is opposed to working conditions that are in any way exploitative.
- Mayer & Cie. guarantees occupational health and safety in keeping with national provisions.
- Mayer & Cie. observes the right to appropriate remuneration.
- Mayer & Cie. guarantees compliance with national regulations on working time.
- Mayer & Cie. supports the qualification of employees. We see the further education of our employees as a key building block for our success.
- We will encourage our business partners to adopt and implement comparable principles.

5.1 Corruption

In our business transactions we require full compliance with ethical standards and do not tolerate unethical or corrupt practices by employees or business partners.

We strictly forbid any participation in or tolerance of bribery or any other form of corruption.

5.2 Behaviour toward Competitors and Business Partners

We abide by anti-trust and trade laws – and by the laws on pricing, competition and consumer protection.

In the event of uncertainty about the legal position the employees in question must notify the Management, which in turn may decide to take specialist legal advice.

Mayer & Cie. uses none but permissible means of gaining information about competitors and avoids illegal approaches of any kind.

5.3 Dealings with Foreign Authorities and Customers / Suppliers

Mayer & Cie. abides by anti-corruption and customs legislation and by the terms and conditions of foreign trade; this fundamental alignment is mandatory for Mayer & Cie. Group Companies.

In the event of uncertainty about the legal position the employees in question must notify the Management, which in turn may decide to take specialist legal advice.

The Management of Mayer & Cie. GmbH & Co. requires strict observation of these fundamental guidelines.

The Management of the Mayer & Cie. Group of Companies:



Benjamin Mayer

Marcus Mayer

Responsible:

Mayer & Cie. Tailfingen: Management Board