



SUSTAINABILITY REQUIREMENTS (CSR) for Suppliers

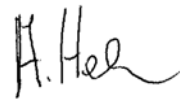
Preface

Scholz Promotion Service GmbH is committed to sustainability within the supply chain. To this end, we have established guidelines that apply equally to our employees and business partners. Additionally, we have defined an internal procurement process that covers relevant concerns. The core of this process is the international standard DIN ISO 20400 – Sustainable Procurement.

We expect our suppliers to comply with the standards arising from our guidelines. These standards are outlined below in our sustainability requirements and form the mandatory basis for a trustworthy collaboration.

When subcontracting to third parties, our suppliers must also ensure that these guidelines are known to their suppliers and enforce compliance with them.

Stuttgart, 18.01.2024



Alexander Helm
Management



Sustainability Requirements (CSR) for Suppliers

Human Rights and Working Conditions

Scholz Promotion Service GmbH is committed to maintaining and improving working conditions and human rights in all countries where we do business or are associated with. We align with the guiding principles of the following social initiatives in fulfilling our obligations to social and human rights standards:

- UN Guiding Principles on Business and Human Rights.
- ILO Core Labor Standards.
- Universal Declaration of Human Rights by the United Nations.
- OECD Guidelines for Multinational Enterprises.
- UN Global Compact.

The following areas are covered:

Child labor and young workers, wages and social benefits, working hours, modern slavery, ethical recruitment, freedom of association and collective bargaining, non-discrimination and harassment, women's rights, diversity, equality and inclusion, rights of minorities and indigenous peoples, land, forest and water rights, as well as forced eviction, use of private or public security forces.

Workplace Safety

Scholz Promotion Service GmbH sets the highest standards in occupational health and safety for its own employees, as well as for employees of business partners (suppliers). It must be ensured that requirements are taken into account in the following areas:

Emergency preparedness, accident and incident management, personal protective equipment (PPE), machine safety, fire protection, handling hazardous substances (chemicals, biological and physical substances), workplace ergonomics.





Corporate Ethics

Scholz Promotion Service GmbH stands for the adherence to recognized ethical standards and the joint creation of a business conduct that promotes integrity, respect, and fair behavior. We expect our employees and suppliers to consider the following principles:

Corruption:

We do not tolerate obtaining and granting advantages through corruption, whether passive (acceptance of benefits, bribery) or active (offering, promising or demanding an advantage, granting benefits, bribery, paying bribes).

Money Laundering:

We reject the introduction, concealment, and integration of illegally acquired assets into the legal economic and financial cycle and take preventive actions to prevent this.

Competition and Antitrust Law:

We respect the rules of fair competition and fair business practices. We categorically reject anti-competitive behavior in any form and antitrust violations.

Disclosure of Information:

We disclose financial and non-financial information, business documents, and records at any time in accordance with applicable regulations.

Financial Responsibility:

Scholz Promotion Service GmbH continuously documents all business transactions in a timely and audit-proof manner. We take all relevant technical and organizational measures for this purpose.

Internal and external reports such as financial accounts, quality reports, time records, expense reports, submissions to customers and authorities are fully prepared.

Books and records are kept, monitored, and audited according to applicable law and generally accepted accounting principles.

Conflicts of Interest:

Conflicts of interest can arise from personal benefits, benefits for one's own company, or from contact with multiple clients who are in competition with each other. In such cases, we strive to disclose the interests and the point at which these interests collide.

In principle, such conflicts of interest should be avoided. If this was not possible or conflicts of interest were recognized too late, they must be reported to the supervisor or top management. Together with them, measures will be taken to mitigate or eliminate the conflict.

Data Protection and Data Security:

We respect the privacy of all employees and our business partners. We comply with relevant laws and regulations for the protection of personal data and trade secrets and observe any further contractual obligations that may exist.

Export Controls and Economic Sanctions:

As part of our export activities, we check, in addition to legally relevant issues, restrictions on exports and trade restrictions with third countries and/or the respective recipients of services.

Plagiarism and Intellectual Property:

For ethical and legal reasons, Scholz Promotion Service GmbH respects the intellectual property of third parties. This includes the protection of trademark rights, patents, and copyrights. We fundamentally exclude the procurement or distribution of plagiarized works or forgeries and take targeted measures to prevent this.

Whistleblowing and Protection from Retaliation:

We ensure protection against retaliation for anyone reporting misconduct or risks. The reporting office in this case is the top management of the company. We expect our suppliers to implement a whistleblower system.

Environment

The goal of Scholz Promotion Service GmbH is to protect our shared environment through responsible handling of the resources required to deliver our services. This goal can only be achieved if environmental aspects are considered when selecting supply scopes in the form of raw, auxiliary, and operating materials, machinery, and equipment, as well as services.

We expect our suppliers to comply with all legally relevant requirements and to take ongoing active measures for environmental protection. The implementation of an internationally recognized environmental management system (ISO 14001) is to be pursued and implemented.

The relevant requirements and measures extend to the following areas:

Energy efficiency and renewable energies, greenhouse gas emissions (decarbonization), waste prevention, recycling and waste disposal, management of natural resources, water quality (consumption/management/protection of seas and waters), chemical management, animal and species protection (biodiversity), forest use and soil quality, air quality, noise emissions.



Additional Information on Our Sustainability Requirements

Compliance with our sustainability requirements is the standard and decision-making basis for Scholz Promotion Service GmbH regarding cooperation with suppliers. An evaluation is carried out in the form of our supplier assessments.

The process is managed as documented information in our management system, meaning it is regularly reviewed and adapted to relevant requirements of interested parties as needed.

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