

cab Produkttechnik

GESELLSCHAFT FÜR COMPUTER- UND AUTOMATIONS-BAUSTEINE MBH & CO KG



Dear colleagues,

Since the founding of our company in 1975, we have developed into Europe's leading manufacturer of label printing systems. We have only been able to achieve this together by setting ourselves the highest standards, not only in terms of manufacturing high-quality products, but also as regards being seen as a reliable, innovative and trustworthy business partner. In that respect, we believe that working together responsibly is just as important as having a respectful approach towards our customers, our business partners and our environment.

Our main concern as managing directors of cab is that we all continue to act responsibly and in accordance with the law, and that includes us too. However, because it is not always easy to have all legal provisions immediately in view on a daily basis, we have drawn up this Code of Conduct, which compiles the key principles of our business activities. Therefore, our Code reflects our existing corporate principles and values as well as our basic understanding of socially-responsible corporate governance. It is our guideline, setting out how we should behave in different situations in our business life, including those that are not always easy.

We take great personal interest in compliance with the rules set out below, as compliance violations and unethical conduct can lead to considerable personal and business-related damage. In addition to commercial losses and official sanctions, we would risk a considerable loss of trust and loss of reputation.

Because cab's reputation is inseparable and does not stop at national borders, our Code of Conduct applies throughout the world to all our sites and all our employees, regardless of their role or hierarchical position.

All of us in the company have a joint responsibility to ensure that the rules set out here and our corporate values are respected and put into practice in order to ensure that everything that we have achieved together will also be secured in the future and can continue to develop further.

Yours sincerely,



Alexander Bardutzky

Yours sincerely,



Klaus Bardutzky

FREE AND FAIR COMPETITION

Free and fair competition gives us the opportunity to win over customers on the market – through our innovative technologies and the high quality of our products – and therefore to be successful. That is why we reject anti-competitive practices and comply with all antitrust and competition laws.

Why is this issue so important to us at cab?

As a modern technology firm, we make our living from innovation. It is precisely the elimination of competition by cartels that slows down the innovative power of companies. At the same time, cartels jeopardize the very basis of our existence as a business, and harm consumers and the economy as a whole. If participation in a cartel becomes public knowledge, the companies involved in the cartel are prosecuted by the authorities and risk extremely high fines.

What we do to ensure free and fair trade:

We do not enter into any agreements with competitors with the aim of fixing prices or purchasing conditions, sharing markets, limiting production or influencing tendering and award procedures. In our communication and correspondence with competitors, we do not exchange any information that could have implications on our current and future market conduct. We do not enter into any agreements with our business partners, dealers or suppliers that could restrict resale conditions. In areas in which we are leaders on the market, we do not misuse our economic strength to unreasonably hinder competitors.

ANTI-CORRUPTION

Corruption is illegal and a criminal offence all over the world. At cab, we reject all forms of corruption as they impede free competition on the market, are detrimental to countries' economies and lead to fines and a loss of reputation for the firm.

Why is this issue so important to us at cab?

We endeavor to conduct our business activities transparently and responsibly and thereby secure the existence of the company, its reputation and its future.

What we do to prevent corruption:

We do not offer or give gratuities to influence the decision, actions or attitude of any person. We do not accept bribes. We do not make payments to public officials, civil servants or government authorities with the aim of influencing or accelerating official procedures or acts. We expect our business partners to also fight against corruption.

Corruption is not always easy to recognize and can take the form of a free consulting agreement, for example, or a valuable gift or an invitation to a swish event.

Gifts and invitations

Obviously, our employees are allowed to offer gifts and invitations because, after all, good relationships with our business partners are especially important to us. However, they must be socially acceptable and legally permissible. In giving a gift or invitation, we must not give the appearance of exerting undue influence in any way. The same goes for the reverse scenario if our employees receive gifts or are invited to an event. Here, too, it is essential to consider what is socially acceptable and legally admissible.

Donations and sponsoring

We must not abuse our corporate responsibility for the purposes of corruption. Through sponsoring, we promote certain activities in areas such as science, sport and education. Through donations, we take responsibility for the common good without demanding anything in return. Therefore, our donations and sponsoring activities must be transparently disclosed to the public. In general, donations and sponsoring require the prior consent of the management.

CONFLICTS OF INTEREST

In everyday business, cab's employees act in the interest of cab and not in their own personal interest.

Why is this issue so important to us at cab?

Even the semblance of a conflict of interest can give outsiders the impression that our employees' decisions are influenced by the prospect of an unfair advantage or a personal relationship. All this could be extremely damaging to our company's reputation.

When placing orders with a third party, we choose our business partners based on objective criteria such as quality, price, technical requirements, reliability or similar. The transparency and traceability of our decisions are crucial factors in this respect.

What we do to prevent conflicts of interest:

Any potential conflicts of interest must be disclosed to line managers and therefore made transparent. Company-related decisions, for example, regarding the choice of a business partner or supplier, must be based on objective criteria and comply with the in-house processes intended for this purpose.

MONEY LAUNDERING

It is important that we know our business partners well and do not undertake in business dealings with any persons or organizations that have a criminal or terrorist background.

Why is this issue so important to us at cab?

Money laundering is a criminal offense. To protect our company from liability and loss of reputation, we only maintain connections with reputable business partners.

What we do to prevent conflicts of interest:

Any payments that we make for deliveries and services are only accepted from business partners who are known to us and have been verified. Payments for deliveries and services are made directly into the accounts of the respective contractual partners. Cash payments are only made in small amounts and only in exchange for a proper receipt.

DATA PROTECTION

We comply with the applicable data protection laws and protect the personal data of our employees, suppliers and business partners.

Why is this issue so important to us at cab?

If personal data falls into unauthorized hands, it can lead, on the one hand, to a considerable impairment of the personal rights of the person concerned, of their social situation or of their economic circumstances. On the other hand, the misuse of data can seriously impair the operational responsibility and reputation of our company and cause major damage.

Our guiding principles concerning data protection and confidentiality

Our employees take great care to ensure that they never disclose personal data. Personal data is collected, stored and processed on a legal basis. Personal data is always managed for a specific purpose.

PROTECTION OF COMPANY VALUES

As a technology firm, we make our living from our innovations – our physical and intellectual property.

Why is this issue so important to us at cab?

Innovations, trade and business secrets, intellectual and business property are resources that we must protect to secure the existence and further development of the company and therefore also of the jobs. Trade and business secrets, including inventions, new products and solutions, secure our lead over our competitors.

Our guiding principles concerning the protection of corporate values:

In principle, we should only use physical and intellectual property, operational assets and other corporate resources for business purposes. We manage information and business secrets responsibly and take great care to protect this information.

We comply with laws and in-house rules to protect business secrets and respect the business secrets or our business partners and customers.

HUMAN RIGHTS, LABOR AND SOCIAL STANDARDS

For cab, the respect for human rights and the implementation of labor and social standards forms part of responsible corporate governance.

Our principles regarding the protection of human rights, labor and social standards:

We respect internationally recognized human rights, labor and social standards and reject exploitative working conditions and child labor. We gear our actions towards the guiding principles of the UN Universal Declaration of Human Rights and the European Convention for the Protection of Human Rights and Fundamental Freedoms.

We do not tolerate any condescending, debasing, discriminating, offensive or fundamentally disrespectful words or actions towards others. We do not tolerate any unfairness or discrimination due to age, ethnic background, skin color, gender, sexual orientation, national origin, religion or disability.

Our principles on compliance with due diligence in the supply chain:

We are committed to complying with human rights and environmental due diligence in an appropriate manner in our supply chain and require our business partners and suppliers to do the same. In addition, our suppliers are obliged to implement human rights and environmental due diligence obligations with regard to their suppliers. For this reason, our supplier agreement is a component of existing and future supply contracts. Decisions must be based on objective criteria and comply with the in-house processes intended for this purpose.

HANDLING CONFLICT MINERALS

cab takes the necessary due diligence measures to promote responsible supply chains and ensures that, if any conflict minerals are contained in our products, they come from responsible sources that are free of conflict. The aim here is to contribute to the avoidance of human rights violations, corruption and the financing of armed terrorist groups. We also expect the same from our suppliers.

TRADE AND EXPORT CONTROLS

cab is an internationally operating company. Our business activities are subject to different national and international trade control laws which can restrict the import and export of our products. Above all, technology transfer is an extremely sensitive issue. Therefore, we comply with the rules applying to national and international trade regulations in the area of export checks, customs and sanctions.

ENVIRONMENT AND SUSTAINABILITY

Sustainable management and environmental protection are a concern of cab.

As a technology firm, we endeavor to minimize the impact of our business activities on the environment as far as possible, and to act responsibly. We continually improve our respective efforts. The United Nations Sustainable Development Goals (SDGs) form the basis of our understanding of sustainability.

We adhere to the currently valid regulations of the REACH Regulation (Regulation (EC) No 1907/2006 concerning the Registration, Evaluation, Authorization and Restriction of Chemicals) and are constantly in contact with our suppliers to enquire about their REACH status.

REPORTING OF VIOLATIONS

Our employees can protect the company by reporting violations of the rules described in this Code of Conduct to the management:

cab Produkttechnik GmbH & Co KG
Management
Wilhelm-Schickard-Str. 14
76131 Karlsruhe, Germany

Whistleblowers are welcome to anonymously submit their reports in writing. The confidentiality of the whistleblower and any third parties mentioned in their report is guaranteed. Access is denied to unauthorized employees.

Evidently, the reporting of justified infringements will not result in any result in retaliatory measures.

We would be grateful if our business partners, suppliers and any other person or organizations report any violations of our Code of Conduct. In this case too, the reporting channel via our management is open to everyone. We will follow up all reports with the utmost care.