

# Supplier Code of Conduct



# Supplier Code of Conduct



## Introduction

A responsible approach to people, the environment and animal welfare is a fundamental part of PÖTTINGER's business philosophy.

The purpose of this Code of Conduct is for PÖTTINGER to lay down its social, economic and ecological responsibility as well as its expectations towards itself and its suppliers along the supply chain.

Based on this Code of Conduct, our binding demands on suppliers are defined in order to jointly promote these goals.

## Scope

This Supplier Code of Conduct applies to all legal entities and natural persons who sell or provide goods and / or services to PÖTTINGER (PÖTTINGER Landtechnik GmbH and all companies in which PÖTTINGER Landtechnik GmbH directly or indirectly holds a majority interest) themselves or through third parties (affiliated companies, sales representatives, subcontractors, or agents). These are referred to below as "suppliers".

The following requirements in this Code of Conduct are obligatory for all PÖTTINGER suppliers and their employees. In addition, suppliers must adequately address the provisions of our Code of Conduct along their supply chain.



## Sources

The legal basis for this Supplier Code of Conduct is provided by the following internationally applicable standards and conventions:

- UN Global Compact
- International Human Rights Charter including the relevant rights from the UN civil and social covenants
- UN Guiding Principles on Business and Human Rights
- UN Convention on the Rights of the Child
- UN Women's Rights Convention
- Core labour standards of the International Labour Organization (ILO)
- National Action Plan on Business and Human Rights (Germany)
- OECD Guidelines for Multinational Enterprises
- OECD Due Diligence Guidelines to Promote Responsible Supply Chains for Minerals from Conflict and High-Risk Areas
- German Supply Chain Sourcing Due Diligence Act (LkSG)
- Paris climate protection agreement
- Minamata Convention
- Basel Convention
- POPs Convention

## Compliance

As a PÖTTINGER supplier, you need to comply with the applicable national and international legal regulations. In order to ensure the protection of human, labor and environmental rights, our suppliers undertake to protect the legal positions set out in the German Supply Chain Duty Act (LkSG), which are explained in detail in the following paragraphs. Should the Supplier Code of Conduct go beyond local laws and regulations, the provisions of this Code of Conduct shall prevail, provided they do not conflict with mandatory local law. In cases of deviating local regulations that conflict with this Code of Conduct, PÖTTINGER must be informed in order to jointly determine the most appropriate course of action.



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# Protection of human rights and social responsibility



## Protection of children

Child labour is prohibited at any stage of the production or manufacturing process.

Suppliers are obliged to comply with the standards of the ILO Conventions on the minimum age for admission to employment and on the prohibition of child labour, and to take all necessary measures to prevent the employment of persons below the minimum age. The minimum age for admission to employment shall not be less than the age at which compulsory education ends and in no case less than 15 years of age. The respective national standards for the protection of children and adolescents in employment must be complied with, taking into account the exceptions of the relevant ILO conventions.

Children and adolescents under the age of 18 shall not be exposed to activities which, by their nature or because of the circumstances under which they are performed, are harmful to their health, safety or dignity. Attracting, organising or offering children and young people to engage in unauthorized activities in any form is prohibited.

## Prohibition of slavery, forced labour and compulsory labour

All forms of slavery, forced labour and compulsory labour are rejected. This includes any work or service required of persons under threat of punishment, as well as modern slavery, involuntary or exploitative prison labour, human trafficking, or any other conditions that affect a worker's dignity, or have an involuntary basis. The use of direct or indirect force and/or intimidation to coerce a person to work is unacceptable in every respect.

Furthermore, no person may be subjected to verbal, psychological, sexual and/or physical violence, coercion or harassment. We place this unequivocal demand on ourselves, our suppliers and their supply chain.

## Prohibition of disadvantage and discrimination

Any discrimination in the nature or form of exclusion, preference or distinction based on ethnic origin, social origin, health status, colour, gender, age, religion, political opinion, membership in an employee organization, physical or mental disability, nationality, sexual orientation, pregnancy or other personal characteristics is prohibited.

## Employee rights

The entire workforce has the right to join and form associations of their choice, bargain collectively, and exercise collective rights (e.g.: freedom of association, right to collective bargaining, right to strike). No discrimination or retaliation against those employees may occur as a result of them exercising these employee rights. With respect to the recognition of these rights, suppliers are also responsible for their workers who are employed through subcontractors.



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## Working hours and remuneration

The hours worked (including overtime) must comply with the applicable law, the relevant industrial standards or the relevant ILO convention, whichever is stricter. Suppliers must ensure that the wages paid are at least equal to the statutory/tariff or industry-standard minimum wage of the respective country. In the event that there are no statutory or industry minimum wages, suppliers are responsible for ensuring that the wages paid meet the basic needs of workers, taking into account other circumstances (e.g: part-time employment). In addition, suppliers must ensure that all employees are treated equally. In particular, unequal treatment exists if unequal remuneration is paid for work of equal value.

## Health and safety in the workplace

Suppliers must provide a safe and healthy working environment. Suppliers must take measures to prevent damage to health and occupational accidents in connection with carrying out work-related activities (such measures include: personal protective equipment/safety systems/ management system/emergency plans). These measures must comply with the respective nationally laws as a minimum. Suppliers must strive to continuously improve health and safety measures.

# Protection of human rights and social responsibility



## Deploying security forces

If suppliers deploy private or public security forces to protect operations or corporate projects, suppliers must guarantee through instructions and checks that the basic rights of workers are ensured. Freedom of association and coalition must remain guaranteed. In particular, there is a ban on torture, cruel, inhuman or degrading treatment and against injury to life and limb.

## Ensuring basic human needs

PÖTTINGER's products contribute to food security worldwide.

Intact ecosystems and a healthy environment not only form the basis of PÖTTINGER's business, but are also the basis of life for around 8 billion people.

That is why it is prohibited to unlawfully take land or evict people from land, forests, and waters that serve as the basis of human life for the purpose of acquisition, construction, or other use.

Furthermore, suppliers must ensure that their business activities do not cause any harmful changes to the soil, water pollution, air pollution, harmful noise emissions or excessive water consumption that could significantly impair the natural basis for the preservation and production of food. Business activities must not harm people's health, deny them access to safe drinking water, or impede, prevent or destroy access to sanitary facilities.



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# Environmental protection



## Energy consumption and emissions

Suppliers are expected to take appropriate measures to reduce hazardous air emissions, greenhouse gas emissions and energy consumption to an appropriate minimum.

## Resource efficiency

Suppliers are expected to optimise the resource efficiency of materials used and minimise impact on the environment. Suppliers are expected to make reasonable efforts to minimise waste and waste water and strive to recycle materials wherever possible.



## Hazardous substances and waste materials

To prevent environmental risks, suppliers must comply with the provisions of the Minamata Convention. These regulate the prohibition of manufacturing products containing mercury, the use of mercury and mercury compounds in the production process and the treatment of mercury waste. Suppliers must comply with the bans on persistent organic pollutants ("POPs") in the production and use of chemicals defined in the Stockholm Convention. Suppliers must ensure environmentally compatible handling, collection, storage and disposal of waste in accordance with the requirements of the applicable legal system and the Stockholm Convention. Furthermore, suppliers must observe the bans on the import and export of hazardous waste defined by the Basel Convention.

# Integrity, ethics and data protection



## Preventing bribery and corruption

PÖTTINGER rejects all forms of corruption and bribery. Suppliers and their employees must act in such a way that no personal dependencies, obligations or influences occur and even the appearance of such a dependency is avoided. Suppliers are expected to comply with the respective national and international regulations.

## Data protection and confidentiality

Suppliers must safeguard and protect personal and confidential information obtained in the course of business. Suppliers also agree to comply with the applicable national and international regulations concerning data protection.



# Responsibility of the suppliers



## Complying with the Supplier Code of Conduct

Suppliers are to give PÖTTINGER the opportunity to verify that the supplier is operating in compliance with the Supplier Code of Conduct. Suppliers must provide written information on this when requested. If PÖTTINGER identifies risks, the suppliers must be committed to actively cooperating in the development of remedial measures. Suppliers must provide access to any documents required in order to carry out a check. If the suppliers do not comply with this obligation to cooperate, they must immediately initiate any remedial measures necessary on their own accord. PÖTTINGER reserves the right to terminate the business relationship in compliance with the contractual or legal period of notice if corresponding remedial measures have not been initiated by direct suppliers of their own accord, or by subcontractors used by the suppliers. PÖTTINGER provides its suppliers with training to clarify the obligations described in the Supplier Code of Conduct and to prevent violations of human rights and environmental legislation. The current training material is available at [https://www.poettinger.at/en\\_in/unternehmen/einkauf](https://www.poettinger.at/en_in/unternehmen/einkauf)

## Reporting and cooperation obligations

If suppliers become aware of a violation of this Code of Conduct, they must report the violation to PÖTTINGER immediately and they must cooperate in clarifying remedial measures.

The report must safeguard the interests of the suppliers as well as the rights of the employees, in particular in terms of data protection and business secrets. The same applies to violations at suppliers' subcontractors.

Suppliers must notify people who are potentially affected by any violation about the rights defined in the Supplier Code of Conduct and tell them about the possibility of reporting violations to PÖTTINGER.

It is also possible to report violations anonymously to PÖTTINGER at <https://poettinger.mein-hinweis.at/en/>. PÖTTINGER will process the information reported and contact the people who submitted the reports with their feedback. Suppliers are obliged not to take any discriminatory action against people who have submitted reports in the course of processing the information reported.



## More success with PÖTTINGER

- Your reliable partner, as a family-owned company since 1871.
- Specialist for tillage, seed drills, hay and harvesting machines.
- Future-safe innovation for outstanding working results.
- Roots in Austria – at home throughout the world.

## Into a sustainable future

- At PÖTTINGER we have always strived to ensure that all our actions minimise consumption of resources and reduce potential environmental impact.
- The same applies to our social responsibility towards everyone in the company and its ecosystem.
- We develop our machines with a focus on durability, efficiency and sustainability.

### **PÖTTINGER Landtechnik GmbH**

Industriegelände 1  
4710 Grieskirchen

Austria

Phone +43 7248 600-0

info@poettinger.at

www.poettinger.at

