

Business Conduct

The way we do Business

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Purpose

The way we do business

This Code of Conduct outlines the principles, values, and expectations that guide the behavior of all employees, contractors, and partners of INOTEC Technology GmbH. Our goal is to foster a respectful, inclusive, and professional environment that aligns with our mission and values.

Our Mission is to work with our customers to develop innovative and sustainable solutions that pave the way to an emission-free future in energy supply. We are committed to minimising environmental impact while maximising efficiency. By cutting through the complexity of bureaucracy, offering fair service agreements, and providing robust after-sales support, we strive to build lasting partnerships.

Our Vision is to reduce emissions in the industrial sector, including all associated activities such as transport, service, and maintenance. We aim to build long-term partnerships with leading manufacturers and end users around the world, to compete in a fast-growing environment and ever-changing circumstances. Whether these challenges are political, environmental, or natural, we are committed to reacting quickly to risks and responding effectively.

Scope

This Code applies to all employees, contractors, and representatives of INOTEC Technology GmbH in all locations, whether on company premises, working remotely, or representing the company at external events.

Core Principles

1. Respect and Inclusivity

- Treat everyone with dignity, respect, and fairness.
- Embrace diversity and strive to create an inclusive environment for all.
- Avoid any form of discrimination, harassment, or bullying based on race, gender, age, religion, sexual orientation, disability, or any other protected characteristic.

2. Sustainability and Innovation

- Commit to innovative practices that support our mission of achieving an emission-free future.
- Actively contribute to minimising environmental impact in day-to-day activities.
- Seek creative and sustainable solutions that align with our customers' goals and the company's values.

3. Integrity and Honesty

- Act with honesty and integrity in all professional interactions.
- Avoid conflicts of interest, and disclose any potential conflicts to management.
- Uphold the highest standards of ethical behavior and compliance with laws and regulations.

4. Professionalism

- Maintain a professional demeanor at all times.

- Communicate clearly, respectfully, and constructively.
- Commit to quality and excellence in all work-related activities.

5. Confidentiality and Data Protection

- Protect the confidentiality of company, client, and colleague information.
- Follow company policies and applicable laws related to data privacy and security.

6. Health and Safety

- Promote a safe and healthy work environment.
- Follow all health and safety policies and procedures.
- Report any unsafe conditions or practices promptly.

7. Accountability

- Take responsibility for your actions and their impact on others.
- Adhere to all company policies, procedures, and guidelines.
- Seek guidance when in doubt about appropriate actions or decisions.

8. Customer Commitment

- Prioritize customer satisfaction by ensuring seamless logistics, transparent communication, and reliable service.
- Foster partnerships through fairness, trust, and comprehensive support, including after-sales care.

Unacceptable Behavior

The following actions are considered violations of this Code and are not tolerated:

- Harassment, discrimination, or abusive behavior of any kind.
- Fraud, theft, or any illegal activity.
- Sharing confidential or proprietary information without authorization.
- Behavior that endangers the health, safety, or well-being of others.
- Misuse of company resources or property.
- Use of company technology

Reporting Violations

We encourage employees to report any violations of this Code or concerns about unethical behavior. Reports can be made to your manager, HR, or through INOTEC Technology GmbH confidential reporting system. Retaliation against individuals who report in good faith is strictly prohibited.

Enforcement and Disciplinary Action

Violations of this Code will be addressed promptly and may result in disciplinary action, up to and including termination of employment. Each case will be handled fairly and consistently, taking into account the severity of the violation and the circumstances.

Commitment to Improvement

INOTEC Technology GmbH is committed to continuously reviewing and improving this Code of Conduct. Employees are encouraged to provide feedback and suggestions for improvement.