



# BUCHI Business Partner Code of Conduct

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BUCHI Labortechnik AG and all its subsidiaries (hereinafter referred to simply as BUCHI) have a worldwide network of suppliers. We attach great importance to sustainable and long-term partnerships. When selecting our business partners, we pursue a zero-tolerance policy about child labor, modern slavery, and human rights violations, among other things. Important values for us include long-term cooperation, mutual commitment, sustainability, and social responsibility.

This Code of Conduct (CoC) is intended to ensure that our business partners act in accordance with the guidelines of internationally recognized standards on human rights, working conditions, environment, and integrity. These aspects apply to all employees, regardless of their hierarchical position or type of employment. Our partners also undertake to ensure that their suppliers comply with the guidelines of this CoC. Compliance with this CoC is a mandatory part of any business relationship between BUCHI and our partners. We are pleased to provide any more information and support you to become compliant with the BUCHI Code of Conduct if required.

This CoC is based on the following principles and conventions, among others:

- the United Nations Universal Declaration of Human Rights ([www.un.org/en/universal-declaration-human-rights](http://www.un.org/en/universal-declaration-human-rights))
- the UN Convention on the Rights of the Child ([www.unicef.org](http://www.unicef.org))
- the fundamental conventions and international labor standards of the ILO (International Labor Organization) ([www.ilo.org](http://www.ilo.org))
- the principles of the United Nations Global Compact (global pact of the United Nations) ([www.unglobalcompact.org](http://www.unglobalcompact.org))
- the principles of the [Supply Chain Act](http://www.bmz.de) (BMZ.de)
- Ordinance on Due Diligence and Transparency about Minerals and Metals from Conflict-Affected Areas and Child Labor (<https://www.fedlex.admin.ch/eli/oc/2021/847/de>)

BUCHI is committed to:

- Work actively with our business partners to promote these guidelines.
- Communicate transparently with our business partners.
- To always adhere to the BUCHI Business Partner Code of Conduct.

The following guidelines for corporate responsibility and compliance apply to all BUCHI business partners.

## 1. Environmental Protection

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All business partners must strive to minimize the negative environmental impact of their activities, products and services through their own initiative and responsible corporate governance, for example by:

- reducing the amount of waste,
- improving energy efficiency,
- minimizing, using, and safely storing hazardous substances in accordance with regulations,
- using environmentally friendly technology,
- providing advice on correct disposal,
- use of recyclable or reusable packaging.

## 2. Protection of Human Rights

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All business partners undertake to protect human rights in their business area. No employees may be discriminated against, favored, or excluded based on gender, national, ethnic, or social origin, skin color,

ideology, religion, age, disability, appearance, sexual orientation and identity, political opinion, marital status, or other attributes, particularly when hiring or in the context of employment. Child labor and forced labor are strictly prohibited.

### **3. Occupational Health and Safety**

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All business partners must ensure that their employees work in a safe and healthy environment in which there is at least protection against fire, accidents, and hazardous substances. Adequate sanitary conditions must be provided. Health and safety policies and procedures must be in place, trained and followed by employees.

### **4. Working Time and Remuneration**

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We demand that the applicable legal regulations and the regulations on working hours stipulated by the [ILO](#) standards are complied with throughout the entire supply chain. Wages must be in accordance with the applicable laws and the prescribed minimum wages and industry standards. This also applies to overtime and its compensation as well as other prescribed employee benefits. We expect employees to be offered fair and competitive remuneration and equal pay for work of equal value. The salary is paid at regular intervals and must not be unlawfully withheld as a disciplinary or punitive measure.

### **5. Right to collective Bargaining and Freedom of Association**

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All our business partners must respect the right of their employees to form and join trade unions and employee representative bodies and to engage in collective bargaining in accordance with the applicable legislation. Employees who are members of a trade union or employee representative body must be neither favored nor discriminated against.

### **6. Conflict Minerals, Conflict Metals and Chemicals**

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BUCHI strives for a supply chain free of conflict minerals and conflict metals. Manufacturers and distributors of products containing tantalum, tin, tungsten and/or gold must guarantee that they and their supply chain implement appropriate measures to trace the origin of the minerals back to the smelter and avoid conflict minerals or conflict metals. Wherever possible, we select business partners who are members of the RMI (Responsible Minerals Initiative) and report accordingly. Where applicable, our business partners must comply with the EU REACH chemicals regulation and the RoHS directive. Furthermore, our business partners ensure that products supplied to BUCHI do not contain mercury or mercury compounds.

### **7. Compliance with the Laws**

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Regional, national, and international laws that affect the business activities of our business partners must be fully complied with.

### **8. Business Integrity**

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All forms of corruption, bribery, extortion, embezzlement, and money laundering are prohibited and must neither be practiced nor tolerated by the business partner. Our business partners may not promise,

grant, offer, accept, or demand any unlawful advantages or benefits in business dealings with third parties or public officials or be involved in any other unlawful influence on business or government relationships. This also includes the prohibition of making payments or other benefits to an individual, a company or a public official with the aim of influencing decision-making processes. Our business partners will not influence BUCHI employees in their decisions regarding the awarding of contracts by making improper payments to them or their related parties.

## **9. Fair Competition**

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All our business partners must behave fairly in competition and comply with all applicable laws and regulations on competition and antitrust law. Our business partners shall ensure that they do not engage in any anti-competitive activities, including, but not limited to, unlawful agreements on prices or market sharing.

## **10. Confidential Information, Intellectual Property and Data Protection**

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Our business partners are obliged to use the intellectual property of BUCHI and all confidential information, including personal data collected, stored, and processed for or by BUCHI, in an appropriate and responsible manner within the framework of the applicable legal or contractual regulations. In this regard, you undertake to take all necessary protective measures to prevent misuse, theft, fraud, unauthorized access, disclosure, or modification. This also includes the unauthorized disclosure and/or publication of information received from or on behalf of BUCHI. The transfer or sharing of technology or know-how must be carried out in a way that protects intellectual property rights and complies with the applicable legal or contractual regulations.

## **11. Conflict of Interest**

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Relationships or family ties to BUCHI employees that could constitute a conflict of interest must be disclosed.

## **12. General Rules of Conduct**

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The obligation to comply with the requirements and expectations of this Code of Conduct is fulfilled by allocating appropriate resources, among other things. Our business partners shall ensure that they comply with all applicable laws, regulations, permits, approvals, licenses and other requirements, generally accepted standards, and contractual agreements. Processes are in place to ensure the identification, assessment, and management of risks in relation to the areas specified in this Code of Conduct and the applicable legal provisions. Compliance with the principles and requirements of this Code of Conduct and other applicable laws and regulations is documented appropriately and, in a manner, suitable for verification. We expect all our business partners to promote a preventive approach and the timely sensitization of their employees to potential dangers and risks. Employees and management should receive mandatory training and education appropriate to their workplace to enable them to meet the requirements set out in this Code of Conduct. Our business partners shall ensure the development and implementation of appropriate business continuity plans relating to their business activities with BUCHI. Our business partners have installed management systems that ensure compliance with the expectations set out in this Code of Conduct. We expect continuous improvement against self-imposed targets and the development of plans and implementation of measures to address internally or externally identified deficiencies.

### 13. Verification of Compliance

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BUCHI reserves the right to check compliance with the principles and requirements of this Code of Conduct either itself or through a third party commissioned by BUCHI at regular intervals at our business partner's premises. This includes the right to carry out on-site inspections or audits. Upon request, our business partners shall provide all necessary documents that prove compliance with this Code of Conduct.

### 14. Consequences in Case of Violations


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Our business partners must inform BUCHI as soon as they become aware of any violations of the principles and requirements set out in this Code of Conduct, and our business partners are expected to take appropriate remedial action. In the event of suspected non-compliance with this Code of Conduct, we reserve the right to request information from the business partner about the facts in question. If a business partner has demonstrably violated this Code of Conduct and has not taken appropriate remedial action after a reasonable period, we reserve the right to take appropriate legal action and to terminate the contractual relationship with the business partner without notice.

### 15. Scope of Application

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This Code of Conduct applies to all business partners who supply BUCHI Labortechnik AG and any subsidiaries of BUCHI.



Plus Schuler  
CEO a.i.



Manuel Schindler  
COO