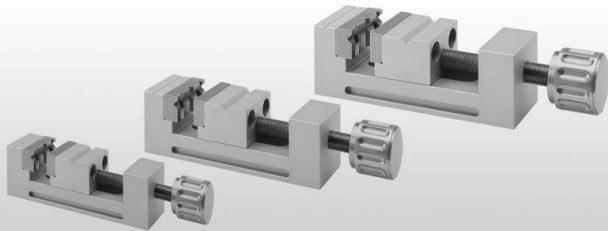


# Code of Conduct

RB-Messwerkzeuge GmbH



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# 1

## Preamble

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# What makes us successful?

Our success is not solely defined by our products.

Success demands more. It hinges on the unwavering integrity and accountability of every individual, fostering trust, credibility, and reliability. The path RB-Messwerkzeuge GmbH takes to achieve success is just as pivotal as the success itself.

Our code of conduct encompasses adherence to legal requirements and the implementation of necessary conduct standards. Our code of conduct is the demand we set ourselves and at the same time our commitment to the world outside.

It provides an overview of our values and the behavioral requirements for our employees, which are further specified by internal guidelines when necessary. The topics covered range from quality and standards of cooperation to integrity in business practices and corporate responsibility. The guidelines derived from these provide the necessary security and orientation in our everyday work.

However, this orientation alone is not sufficient. The code of conduct must be actively lived by the leaders to ensure that employees know and understand the requirements.

Only by consistently behaving ethically can we ensure our long-term success and viability. The code is therefore binding for all divisions and employees of RB-Messwerkzeuge GmbH.

Each of us can contribute to success by living the code of conduct.

Michael Gonser  
CEO  
Shareholder

Roland Kretz  
Authorized Officer  
Quality Management

Ute Gonser  
Authorized Officer  
Accounting & HR

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# 2

## Corporate Governance

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## 2. Corporate Governance

RB-Messwerkzeuge GmbH adheres to all legal and statutory provisions regarding the management and supervision of businesses, as well as internationally recognized standards of good and responsible corporate governance.

Ethical standards are promoted by RB-Messwerkzeuge GmbH, and the code of conduct is upheld.

We foster a corporate culture where correct actions are taken, and violations are reported.

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# 3

## Conduct and Collaboration



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### 3. Conduct and Collaboration

RB-Messwerkzeuge GmbH expects both its leaders and employees to adhere to the principles outlined in this code of conduct.

Violations of conduct requirements, legal regulations, and internal guidelines can have serious consequences not only for the individual but also for RB-Messwerkzeuge GmbH. Therefore, intentional misconduct will not be tolerated.

Violations will be sanctioned in accordance with legal regulations, regardless of the rank or position of the individual involved. To promote awareness and encourage the reporting of misconduct, we cultivate a culture where employees are not afraid of negative consequences.

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## 3.1 Individual Responsibility

RB-Messwerkzeuge GmbH expects its employees to act with an entrepreneurial mindset and to respect their personal responsibility. We emphasize the inclusion of colleagues in our projects and decision-making processes to reliably and consistently achieve our shared goals.

## 3.2 Company Property

Every employee is responsible for the protection and proper use of RB-Messwerkzeuge GmbH's property.

Personal use of company property, including labor, materials, equipment, buildings, and other assets, is prohibited unless expressly permitted by company agreements.

### 3.3 Mutual Respect and Openness

Everyone has the right to be treated fairly and with respect. RB-Messwerkzeuge GmbH promotes a work environment characterized by respect, openness, and trustworthy collaboration, where the value of each individual is recognized.

RB-Messwerkzeuge GmbH firmly opposes any form of violence or abuse in the workplace. We foster an atmosphere of respectful interaction, strictly prohibiting any form of personal harassment, bullying, and discrimination.

Leaders encourage open dialogue, consistently support their employees, and address concerns fairly and without prejudice.

### 3.4 Equal Opportunity

We view the diversity of our employees as a strength. We promote inclusion in our daily work to achieve the highest levels of productivity, creativity, and efficiency. The primary criteria for selecting and developing our employees are skills and qualifications.

RB-Messwerkzeuge GmbH does not tolerate discriminatory behavior based on ethnic origin, nationality, gender, marital status, age, disability, religion, sexual orientation, or any other reason covered by anti-discrimination laws.

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# 4

## Business Relations

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## 4. Business Relations

RB-Messwerkzeuge GmbH shares fundamental principles of ethical behavior, social responsibility, and environmental sustainability with its business partners.

We communicate our guidelines to them and encourage them to uphold the same standards in their actions.

Similarly, our business partners expect that they can rely on RB-Messwerkzeuge GmbH to act in compliance with the law. This requires us to be thoroughly familiar with our contractual obligations to our business partners.

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## 4.1 Conflicts of Interest

RB-Messwerkzeuge GmbH expects that the personal interests of its employees do not conflict with the interests of the company.

Secondary activities must not contradict the interests of RB-Messwerkzeuge GmbH. Employee investments in competitors or business partners that enable entrepreneurial influence are not aligned with the interests of RB-Messwerkzeuge GmbH.

Employees who may encounter a potential conflict of interest are required to inform their supervisors.

## 4.2 Bribery and Corruption

To maintain the trust of business partners and the public, RB-Messwerkzeuge rejects all forms of corrupt behavior.

Employees of RB-Messwerkzeuge GmbH are prohibited from offering benefits to public officials or decision-makers in private-sector companies to obtain favorable treatment.

Furthermore, laws combating bribery and corruption in the countries, as well as international laws, are strictly adhered to.

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## 4.3 Fair Competition

RB-Messwerkzeuge GmbH and its employees adhere to the principles of the free market economy and fair competition in all business relations with our customers, suppliers, and competitors.

RB-Messwerkzeuge GmbH does not disseminate false information about competitors' products and services, nor does it seek to gain competitive advantages through other abusive means.

We will refrain from any behavior that violates antitrust laws.

## 4.4 Suppliers

RB-Messwerkzeuge GmbH maintains trusting and fair business relations with its suppliers.

In return, we expect our suppliers to treat RB-Messwerkzeuge GmbH with the same level of respect and integrity.

## 4.5 Procurement

RB-Messwerkzeuge GmbH's procurement department is responsible for sourcing goods and services on optimal terms for the benefit of the company. Bypassing the procurement process may lead to disadvantage. Therefore, it is responsible for all procurement activities.

## 4.6 Trade Regulations

RB-Messwerkzeuge GmbH participates in international exchange and supports free trade. The company complies with relevant trade restrictions, international sanctions, and applicable import and export control regulations.

Non-compliance with these laws can result in fines, delays, seizure of goods, or the loss of export or import licenses.

## 4.7 Political Contributions

In dealings with governments and authorities, RB-Messwerkzeuge GmbH always acts honestly, transparently, and in accordance with applicable laws. This applies to everyday interactions with authorities, political advocacy, and responses to governmental inquiries.

## 4.8 Money Laundering

Money laundering occurs when assets of criminal origin are concealed through legitimate business transactions or when legitimate funds are used to support criminal activities.

RB-Messwerkzeuge GmbH expects its employees to strictly adhere to all anti-money-laundering regulations.



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## 4.9 Donations

As a responsible member of society, RB-Messwerkzeuge GmbH embraces social responsibility.

We do not provide donations to gain business advantages. Donations to individuals, private accounts, or persons or organizations that could harm the interests of RB-Messwerkzeuge GmbH are not permitted.

## 4.10 Gifts

Gifts and other benefits are allowed if they are customary in business and ethically sound.

None of our employees may solicit gifts or other personal benefits from customers, suppliers, or other business partners. The acceptance and giving of gifts and other benefits is strictly prohibited if it influences business decisions or violates any law.

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# 5

## Company Information

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## 5. Company Information

All records of RB-Messwerkzeuge GmbH must be accurate and properly maintained. We document all business transactions, assets, and liabilities in accordance with legal requirements.

Accuracy and completeness are essential to ensure proper documentation and record-keeping.

Confidential information is not intended for internal distribution or external publication. Discussing confidential information in public or disclosing it to unauthorized third parties constitutes a breach of confidentiality.

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## 5.1 Reporting and Disclosure

RB-Messwerkzeuge GmbH bases decision-making processes on the accuracy and precision of its records. Of particular importance is the confidential treatment of personal data, commercially sensitive information, and intellectual property.

Regardless of the type of medium used, we expect our employees to adhere to the rules for disclosure and business communication.

Publishing incorrect, incomplete, or misleading information may be unlawful and could result in fines, penalties, or criminal consequences.

## 5.2 Confidentiality

In addition to data-protection measures, all employees of RB-Messwerkzeuge GmbH are obligated to protect the company's interests.

For this reason, information from and about RB-Messwerkzeuge GmbH may only be communicated to authorized recipients.

We also prioritize the confidentiality of information and safeguard our business documents from unauthorized viewing.

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## 5.3 Data Protection

Data security is paramount for RB-Messwerkzeuge GmbH. We safeguard company data using all available means against unauthorized access, misuse, loss, and premature destruction, while adhering to legal requirements, national laws, and internal policies.

In collecting, storing, processing, or transmitting personal data, we prioritize meticulous care and strict confidentiality, ensuring compliance with relevant laws and regulations.

## 5.4 Insider Information

Insider information pertains to undisclosed details that could significantly impact financial instrument prices when made public. Examples include profit fluctuations, major orders, merger or acquisition plans, new products, or personnel changes.

To uphold our business partners' trust, strict adherence to legal prohibitions on insider trading is essential for all employees of RB-Messwerkzeuge GmbH.

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## 5.5 IT Usage

In our daily business operations, IT systems are regularly used, and data is processed. Suitable security measures, such as passwords, approved technologies, and licensed software, are necessary to ensure the protection of intellectual property and personal data. Failure to adhere to necessary security protocols can result in consequences, such as data loss, theft of personal information, or copyright infringement.

Given the rapid dissemination and replication of digital information, we exercise great care in assessing the content emails, attachments, and downloaded files.

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# 6

## Business Practices

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## 6. Business Practices

Business practices encompass any activity related to the promotion, sale, or delivery of goods and services to consumers.



## 6.1 Product Quality

Our commitment to quality is paramount at RB-Messwerkzeuge GmbH.

To achieve the highest quality standards, we continuously work towards improving our structures and processes for the benefit of our customers. This applies to our products as well as our management and conduct.

Our goal is to provide our customers with safe and flawless products of high quality. The products must not have defects or dangerous properties that could compromise health or damage property.

## 6.2 Product Information

We always provide accurate information regarding our products and services. Misrepresenting our products and services can harm both our customers and our reputation. This contradicts the principles of RB-Messwerkzeuge GmbH and is therefore unacceptable.

## 6.3 Transparency

RB-Messwerkzeuge GmbH is committed to open communication with our customers, employees, suppliers, business partners, and other organizations. Transparency is a priority in our communication, both internally and externally.

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## 6.4 Customer Satisfaction

Our understanding of our customers' needs and market demands guides our actions. The customer is always the focal point of our business process, projects, and activities.

We recognize that we are measured not only by our ethical, social, and environmental conduct, but also by our quality.

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# 7

## Ethical Commitment

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## 7. Ethical Commitment

As a globally operating company, the actions of RB-Messwerkzeuge GmbH have implications for society and the environment.

The corporate responsibility of RB-Messwerkzeuge GmbH is an expression of our commitment to making a positive impact.

We strive to fulfill this responsibility and have thus integrated our ethical commitment into our corporate strategy.

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## 7.1 Laws and Ethical Principles

RB-Messwerkzeuge GmbH aims for sustainable development based on economic performance and corporate responsibility.

We uphold the diverse interests of our business partners through fair and honest conduct, strictly adhering to applicable legal regulations and ethical principles.

## 7.2 Human Rights

RB-Messwerkzeuge GmbH aligns with the principles of the United Nations and respects the International Labor Organization's declaration of fundamental labor rights.

Based on established rules, RB-Messwerkzeuge GmbH respects human rights within its sphere of influence and conducts its business in a manner that positions RB-Messwerkzeuge as a respected employer.

We respect the privacy rights of all our employees and seek to collaborate with business partners who demonstrate economic, environmental, and social responsibility.

We reject forced and child labor, as well as any form of exploitation or discrimination, and ensure strict compliance with the law.

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## 7.3 Health Management and Occupational Safety

RB-Messwerkzeuge GmbH believes that the safety and well-being of its employees are essential to its economic success.

We place great emphasis on adhering to our health and safety guidelines and are committed to sustainably promoting the physical and mental well-being of our employees.

Therefore, RB-Messwerkzeuge GmbH ensures a healthy and hazard-free work environment for its employees by complying with workplace safety laws and implementing appropriate procedures and protective measures to safeguard workplace health.

## 7.4 Fair Working Conditions

Ensuring fair working conditions is an integral part of our corporate culture.

RB-Messwerkzeuge GmbH adheres to legal regulations to secure fair working conditions, including those related to compensation, working hours, and privacy protection.

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## 7.5 Environmental Protection

We are committed to the responsible use and sourcing of natural resources – water, energy, materials, and land – in the production and distribution of our products.

RB-Messwerkzeuge GmbH is dedicated to protecting the environment and developing products that do no harm to people.

We strive to earn the trust of our customers and be a good neighbor to the communities where we operate, delivering social benefits.

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# 8

## Information



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## For Questions...

... regarding the application of the Code of Conduct in your daily work, please contact your managers at RB-Messwerkzeuge GmbH as your first point of contact.

If you become aware of a possible violation of the Code of Conduct, we encourage you to report it. Your report will be treated with strict confidentiality. Employees who, in good faith, report information about non-compliance with the code of conduct will not face any retaliation.

In the event of violations of the Code of Conduct, RB-Messwerkzeuge GmbH will take appropriate actions to properly address the situation.

Our primary approach will be to resolve the matter by explaining the importance of the Code of Conduct to the affected employees. However, labor or disciplinary measures will also be taken in accordance with applicable regulations.

RB-Messwerkzeuge GmbH will regularly review this Code of Conduct, and the management will decide on any necessary changes. All information will be handled with strict confidentiality and verified by specially trained personnel committed to confidentiality.

Thank you for taking the time to read the Code of Conduct.

It will help you recognize the most important risks for yourself and for RB Messwerkzeuge GmbH by understanding your responsibilities.

## Impressum

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