## Code of Conduct



#### **Preamble**

ATOMA-MULTIPOND stands for high-quality, precise and efficient weighing technology in the packaging industry, for social and economic responsibility and for the maintenance of the German production location.

Originally ATOMA Gesellschaft für automatische Waagen GmbH, established in 1946 in Waldkraiburg in Upper Bavaria by Wilhelm Ludwig Krämer, the company group has been managed as a family-owned enterprise for over 70 years now.

For the purposes of this Code of Conduct, the designation ATOMA-MULTIPOND comprises three companies - *ATOMA Gesellschaft für automatische Waagen GmbH*, *MULTIPOND Wägetechnik GmbH* and *ATOMA Verwaltungs GmbH & Co. KG für Industrieverwaltungen* of the ATOMA-MULTIPOND company group at the Waldkraiburg site in Germany, and also the four subsidiaries in France (*MULTIPOND s.a.r.l.*), UK (*MULTIPOND Ltd.*), the Netherlands (*MULTIPOND Benelux B.V.*) and the USA (*MULTIPOND America Inc.*).

We, ATOMA-MULTIPOND, conduct all business in compliance with the legal provisions, avoid contraventions, commit to meeting the highest ethical standards and treat third parties with respect and integrity, in line with the principles of this Code of Conduct.

This Code of Conduct serves as a normative guideline for our day-to-day activities. Our careful attention is conducive to fair cooperation and also to achieving our most important business goal - long-term economic success consistent with our social responsibility.

Waldkraiburg, 2020-12-01

Robert Krämer

Wilhelm L. Krämer

Aart Plomp

## 1 Voluntary commitment

As managing directors, managers and employees of ATOMA-MULTIPOND, we regard lawful, ethical and responsible conduct as an elementary and indispensable part of our personal, corporate and social responsibility.

We consider the confidence placed in our integrity and dependability as the most important basis for ensuring sustainable business success. We consider any contraventions of the law or breaches of morality, which harm our company's reputation, to be unacceptable.

The reputation of ATOMA-MULTIPOND is an asset we very much value!

## 2 Dealing with employees

We respect the personality of each and every employee and nurture those talented individuals who, through their professional expertise and social skills, contribute to the company's sustained success. Outstanding achievements by employees are the prerequisites for our corporate success.

We are accountable to all of our employees!

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We place great importance on clear and open communication with our colleagues and business partners. We appreciate the efforts made by our business partners and respect their professional and personal reputation.

#### We communicate clearly, openly and fairly!

All employees are treated equally by their superiors and colleagues alike, regardless, in particular, of their ethnicity, color, gender, religion, national origin or social background, personal circumstances, health or age.

#### We do not tolerate discrimination!

Our managers set examples as role models and their actions can be measured to a great extent against this Code of Conduct. They are the first point of contact for answering questions concerning the essence of the regulations and ensure that all employees are familiar with and understand the Code of Conduct. As part of their leadership role, they guard against unacceptable conduct and/or take suitable measures to prevent rule violations within their sphere of responsibility.

Trusting and effective cooperation between employees and managers is demonstrated by honest and open information and reciprocal support.

Managers have to be role models!

#### 3 Cooperation with partners

All customers, suppliers and other business partners of ATOMA-MULTIPOND, as well as the company's management, employees and subcontractors, are under an obligation to abide by this Code of Conduct in equal measure. We feel it is important to communicate these principals to our business partners. We expect all business partners to carefully read through this Code of Conduct and to act in line with the rules it contains.

We do not tolerate any contraventions against this Code of Conduct!

#### 4 Gifts and invitations

We accept and offer gifts and invitations only if we are able to acknowledge such acceptance or offers to our superiors, colleagues, family members or the public with a clear conscience.

We refuse a gift or refrain from offering an invitation wherever the slightest doubt exists!

In case of concerns that the rejection of a gift or invitation could be misconstrued, we report the incident or surrender the gift to the Personnel Department. This is documented for our personal protection.

We do not permit gifts accepted or invitations offered to influence business decisions or even create a certain impression!

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#### 5 Handling information

We set great store by open and truthful reporting and communication of the company's business dealings vis-à-vis employees, customers,

business partners, the general public and government institutions.

We take all the appropriate steps necessary to ensure that confidential information and business records cannot be accessed or inspected by uninvolved colleagues or third parties.

We make sure that all information we handle is accurate and is afforded the required level of confidentiality and data protection!

We collect or process personal data only if this is essential to accomplishing the task concerned or has been determined by law.

We regard the protection of personal data, particularly those of employees and business partners, as a priority!

#### 6 Responsibility toward mankind and the environment

We renounce any form of child, forced and compulsory labor. This applies not only to the cooperation within our company, but of course also to the conduct by and towards our business partners.

We respect, protect and support worldwide the applicable regulations for protecting human rights as a fundamental and generally valid requirement!

Both in the development of new products and services, and also in the operation of production plants, we take steps to ensure that the ensuing impacts on environment and climate are kept to the absolute minimum.

Each and every employee of ATOMA-MULTIPOND is responsible for ensuring that natural resources are treated with respect and for behaving in a manner that helps protect the environment and the climate.

Sustainable environmental and climate protection and efficiency of resources are among our most important corporate goals!

#### 7 Contacts

The first point of contact for questions concerning the content of this Code of Conduct is the superior.

However, the Personnel Department and the management are on hand to answer any questions concerning the Code of Conduct.

#### NOTE ON GENDER USAGE

To improve readability, the male form is used for personal pronouns and nouns to describe a person in this Code of Conduct. Such terms automatically imply equal treatment for both genders. The abbreviated form is for editorial reasons only and is used without prejudice.

#### LEGAL NOTICE

Company Group ATOMA-MULTIPOND The Management Traunreuter Straße 2-4 84478 Waldkraiburg

#### **Code of Conduct**



## Code of Conduct for the ATOMA-MULTIPOND Company Group

## Declaration of consent by employees

I hereby confirm that I

- received the Code of Conduct for the ATOMA-MULTIPOND Company Group on 2020-12-01 and
- declare that I will act, at all times, in accordance with this Code of Conduct within the company group in Waldkraiburg and also vis-à-vis our subsidiaries, customers and business partners.

Place, date	
,	
Name, title	
Signature	

Please return a completed and signed copy of this Declaration of Consent to:

ATOMA-MULTIPOND Company Group Personnel Department Traunreuter Straße 2-4 84478 Waldkraiburg

#### Code of Conduct



## Code of Conduct for the ATOMA-MULTIPOND Company Group

## Declaration of consent by business partners

#### We hereby confirm:

- 1. we received the Code of Conduct for the ATOMA-MULTIPOND Company Group on 2020-12-01.
- 2. In addition to our contractual obligations vis-à-vis ATOMA-MULTIPOND, we hereby confirm that we, and all of our domestic and foreign subsidiaries will respect and comply with this Code of Conduct.
- 3. We are committed to communicating the content of this Code of Conduct to our suppliers and subcontractors and will ensure that they act accordingly at all times.
- 4. This agreement will become part of all contractual documentation with ATOMA-MULTI-POND.

Company
Place, date
Name, title
Signature

Please return a completed and signed copy of this Declaration of Consent to:

ATOMA-MULTIPOND Company Group Traunreuter Straße 2-4 84478 Waldkraiburg