

CODE OF CONDUCT

The Code of Conduct sets out the principles and requirements of Jora Holding GmbH & Co. KG for itself as well as its business partners regarding their responsibility for people and the environment. These principles concord with our values and our self-understanding.

- Law-abiding conduct

- Compliance with the basic civil rights of the employees
 - Especially equal opportunities and non-discrimination / equal rights at the workplace. We treat all employees and applicants with respect and dignity and forbid discrimination. Recruitment, appointment, career development, promotion, disciplinary measures and other employment conditions are independent of ethnic background, skin colour, profession of faith, religious affiliation, nationality, gender, gender identity or expression, sexual orientation, marital status, age, disability or other legally protected categories
 - The personal dignity, privacy and personal rights of each individual are to be respected
 - Nobody is to be employed against their will or subject to forced labour
 - The unacceptable treatment of the workforce is not to be tolerated, such as mental cruelty, sexual and personal harassment or discrimination
 - Diversity and inclusion are to be promoted
 - Minorities and indigenous peoples shall be protected
 - Conduct (including gestures, language and physical contact) shall not be tolerated that is sexually, forceful, threatening, abusive or utilising
 - Appropriate remuneration shall be ensured and the legally set national minimum wage guaranteed
 - The legally specified maximum working hours in the respective state are to be complied with
 - Insofar as legally permissible, the freedom of association of the employees shall be acknowledged and members of employee organisations or trade unions are to be neither prioritised nor disadvantaged

- Ensuring occupational health and safety as well as the security of the employees
 - In addition, mitigating risks and ensuring the best possible precautionary measures against accidents and occupational illnesses
 - Offering training and ensuring that all the employees are familiar with occupational safety
 - Developing and applying an appropriate occupational safety management system

- Protection of the environment
 - Ensuring that environmental burdens and the use of natural resources are kept minimal, that waste is avoided and environmental protection is continuously improved. This includes the following aspects:
 - Reduction of greenhouse emissions (CO2 footprint) through energy efficiency and renewable energies
 - Responsible resource management, in particular regarding water quality, water consumption and water management.

- Noise, odour and dust emissions
 - Responsible chemicals management

 - Observation of environmental protection regarding the legal norms and international standards
 - Development and application of an appropriate environmental management system
 - Increasing production efficiency and safety, extending the raw materials basis, raising the quality and sustainability of the end products
- Integration of our basic values throughout the supply chain
- Appropriately promoting compliance among the business partners with the principles of the Code of Conduct for every cooperation
 - Complying with the principles of non-discrimination in the selection of suppliers and when dealing with suppliers
- Prohibition of corruption and bribery
- Compliance with applicable antitrust and competition laws
- Safeguarding of corporate values (innovations as well as the totality of company knowledge and experience)
- Responsible handling of third-party intellectual property
- Installation of a “whistleblower” procedure for the notification of offences, in order to ensure positive and transparent relations with employees, clients and other parties
- Data privacy on legal bases
- Compliance with rights of protection for children and young people

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Josef Ramthun
Managing Director