

Corporate guidelines

Wieland-Werke AG and Wieland Group

Prologue

Wieland-Werke AG and the companies of the Wieland Group have over 6,000 employees in more than 30 locations worldwide. We have defined our corporate guidelines in line with our particular economic, ecological and social responsibilities. The values laid down therein form the basis for our actions and illustrate on what principles we deal with business partners, shareholders, authorities, the media, and the public. Moreover, these guidelines define the basis for any cooperation between all employees of Wieland-Werke AG and the companies of the Wieland Group.

1 - Customers and suppliers

We are always a reliable partner to our customers and their requirements are the focus of our attention. Our goal is customer satisfaction. The cooperation with our suppliers is based on trust and fairness and we aim for a fair and long-term partnership. Equally, we expect our customers and suppliers to abide by the principles as laid out herein.

2 - Competition

We are committed to free and fair competition. Our employees are prohibited from influencing any competition either by agreements or other actions and any such infringement will be sanctioned. We trust that our customers, suppliers and competitors will also adhere to these principles.

3 - Human rights, forced labour, and child labour

We respect international human rights and ensure that they are observed within the sphere of our influence. Furthermore, we reject any form of forced labour and child labour. We expect the same attitude from our business partners.

4 - Employee development

Knowledge and skills of our employees is the key to the success of our company. We therefore consider employee training an important investment for the future. Training courses enable them to improve their qualification to meet increasing requirements.

5 - Motivation and self-responsibility

We expect a high degree of motivation from our employees. In a culture of trust every employee is obliged to perform his/her tasks responsibly and conscientiously.

6 - Remuneration and working hours

We recognize our employees' right to adequate remuneration and comply with the statutory minimum wage regulations in the respective labour markets. Our employees have a share in the company's profit. We adhere to the working time regulations as applicable.

7 - Equal opportunities and respectful treatment

All our employees have equal opportunities. We do not discriminate in respect of gender, race, colour, religion, age, national origin, disability or sexual identity. Our employees treat each other respectfully and fairly.

8 - Health and safety

Our companies provide a safe and healthy working environment which meets or exceeds occupational health and safety standards. We have adequate measures in place to prevent workplace injuries and occupational illnesses.

9 - Conflicts of interests, gifts and attempted bribery

Our employees are obliged not to accept or make gifts that could result in a conflict of interests. Bribes and any other illegal payments are prohibited.

10 - Shareholders

In the interest of our shareholders we aim to achieve an adequate return on capital invested.

11 - Internal and external communication

We provide information on developments in our company to employees, business partners, shareholders, the media and the public as openly and transparently as possible and on the basis of a uniformly agreed communications policy.

12 - Environment

Environmental protection plays an important role in corporate decisions and we aim to use resources economically and efficiently. A contribution to this is the recycling of metals generated by our own or our customers' production. Our production plants have an effective environmental management system in place which we improve continuously.

13 - Continuous improvement process

A continuous improvement process involving all employees enables us to secure and strengthen our position in the world market. We take a holistic view of all operations and processes in order to optimize them.

14 - Executive board and management of subsidiaries

The executive board of Wieland-Werke AG and the management of the companies of the Wieland Group act in full responsibility for the employees. Their decisions also take into consideration the impact on the regions wherever our companies are located.