

Human Rights and Working Conditions Policy

EN/DE

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A. Human Rights and Working Conditions Policy – English Version

A.1. Basic Approach

A.1.1 Great importance of labor and human rights

The HAHN Automation Group is a globally active group specializing in factory automation for the automotive, medical technology and electronics industries, with strong shared values. In particular, we maintain a respectful relationship with our employees, suppliers and all other business partners, thereby creating structures for responsible value creation.

For the management of the HAHN Automation Group, respect for labor and human rights in our global supply chains is a central component of responsible corporate governance. The company therefore pursues the goal of complying with all labor and human rights regulations. In addition to the prevention and minimization of labor and human rights risks and the prevention of any breaches of duty, this also includes immediately remedying any violations and providing redress. We see this as our responsibility. In order to emphasize this responsibility and achieve the associated goals, this guideline has been developed and implemented, which supplements the Code of Conduct for our employees and the Code of Conduct for Suppliers.

A.1.2 Commitment to internationally recognized norms, guidelines and standards

We are committed to respecting human rights and work towards this in our global supply chains. In particular, we are committed to respecting the following international standards:

- Universal Declaration of Human Rights by the United Nations („UN“)
- International Covenant on Civil and Political Rights by the UN
- International Covenant on Economic, Social and Cultural Rights by the UN
- Core Labor Standards of the International Labour Organization (ILO)
- UN Guiding Principles on Business and Human Rights

A.1.3 Our expectations

Our managers and employees are expected to respect human rights in their day-to-day work and in their dealings with those affected. We have the same expectation of our business partners (in particular our suppliers and customers). In addition, we expect them to pass on these expectations to their own business partners.

A.2 Highlighting some essential rights as well as prohibitions and restrictions

A.2.1 Respect for human rights

We respect and demand compliance with internationally recognized human rights and

- respect the personal dignity, privacy and personal rights of every individual,
- protect and grant the right to freedom of opinion and expression and
- do not tolerate any unacceptable treatment of employees, such as physical or psychological hardship, sexual or personal harassment or discrimination.

We would like to emphasize the following characteristics in particular:

A.2.1.1 Ban on child labor

We reject any form of child labor without exception. We do not hire any employees who are not at least 15 years old and ask for proof of age. In countries that fall under the exception for developing countries in accordance with ILO Convention No. 138, the minimum age can be reduced to 14 years. We do not hire employees for hazardous work who are not at least 18 years of age in accordance with ILO Convention No. 182.

A.2.1.2 Ban on forced labor

Forced labor, modern slave labor or comparable measures that deprive people of their freedom are prohibited. All work must be voluntary and it must be possible to terminate the employment relationship in compliance with the applicable notice period.

A.2.1.3 Freedom of Association and Right to Collective Bargaining

We respect the right of employees to freedom of association, freedom of assembly and collective bargaining, insofar as this is legally permissible and possible in the country in which we operate. If this is not permissible, we seek appropriate compromises for our employees.

A.2.1.4 Promoting diversity and equal opportunities

We promote equal opportunities and do not tolerate discrimination. We treat all people equally, regardless of gender, age, skin color, ethnic origin, sexual identity and orientation, disability, religious affiliation, ideology or other personal characteristics.

A.2.2 Remuneration and working hours

Remuneration is based on the applicable laws and any existing binding collective agreements and is supplemented by the relevant national minimum wage laws. Employees are informed clearly, in detail and regularly about the composition of their remuneration. We regard transparent, written employment contracts as the basis of an employment relationship.

We comply with the applicable laws and (international) labor standards regarding the maximum permissible working hours and vacation regulations and ensure that

- working hours, including overtime, do not exceed the respective legally permissible maximum limits,
- weekly working hours, including overtime, do not exceed 60 hours, even in exceptional cases, in the absence of such provisions, and
- employees have at least one full day off per calendar week.

A.2.3 Health and safety

We ensure the health of our employees by taking appropriate health and safety measures and focus on the following topics:

- acting in accordance with all applicable laws and international standards in relation to health and occupational safety,
- appropriate workplace design, information on safety regulations and the provision of suitable personal protective equipment,
- implementation of preventive controls, emergency measures, an accident reporting systems and other appropriate measures for continuous improvement and
- enabling access to sufficient quantities of drinking water and clean sanitary facilities.

We ensure that all our employees are instructed accordingly. Safety regulations and practices apply both to HAHN Automation Group employees and to external employees in a contractual relationship.

A.3 Reporting and dealing with (potential) violations

We encourage employees of all HAHN Automation Group companies as well as external parties to make use of the HAHN Automation Group Whistleblower System in the event of concrete indications of (potential) human rights violations and possible misconduct. This whistleblower system also offers the option of anonymous reporting.

Alternatively, you can contact our Compliance Officer with your concerns:

HAHN Automation Group Holding GmbH
attn. Compliance Officer
Liebshausener Straße 3
55494 Rheinböllen
Tel: +49 151 14702586
E-Mail: compliance@hahnautomation.group

In addition, the Human Rights Officer of our parent company RSBG SE is available as a contact person (in accordance with Section 4 (3) of the German Act on Corporate Due Diligence in Supply Chains (Lieferkettensorgfaltspflichtengesetz, LkSG)):

RSBG SE
attn. Dr. Jana Pannemann
Baumstraße 25
45128 Essen
E-Mail: jana.pannemann@rsbg.com

The HAHN Automation Group investigates all information and reports promptly and treats them confidentially. Appropriate measures will be taken individually after thorough examination.

Discrimination and retaliation against the whistleblower will not be tolerated by the HAHN Automation Group. Employees, suppliers and all other business partners of the HAHN Automation Group as well as third parties must expect consequences if they expose whistleblowers to reprisals.