



PARTNERSHIP GUIDELINES

We, company REINDL, see that our previous success is based on the quality of our relations with customers, workers and employees, suppliers and municipal facilities.

To maintain this high standard and to reach our targets in a fair way, we have created for ourselves and our business partners standards which are described in these guidelines.

These guidelines are part of our company-wide ESG and Compliance Management System and support us in systematically fulfilling our responsibilities along the supply chain.

In addition, we underline with our membership of the amfori Business Social Compliance Initiative (amfori BSCI, www.amfori.org) our engagement to keep to worldwide accepted social standards and to promote them.

On the basis of this partnership directive in connection with the "Code of Conduct" of the amfori BSCI we hope on the one hand to find potential partners who share our confession for quality products and our commercial principles, on the other hand to specify the basis of our cooperation with our present partners.

We want to co-operate only with business partners who are involved to improve lacks in the terms of employment and try to fulfil our directives.

The term „**PARTNER**“ shall enclose in the following all employees and workers, contracting partners, salesman, manufacturers, producers, factories suppliers and subcontractors, etc. who co-operate with REINDL.

„**EMPLOYEES**“ are all workers, colleagues and service providers of the partner regardless of their gender and the fact whether they are firmly employed with the partner or do services from case to case.

That country in which the partner does his activity is called „**HOST COUNTRY**“

LEGAL REQUIREMENTS

Reindl expects from all his Partners that they follow the legal and social standards of the UN, and obey the legal guidelines applicable in the host country.

From the partners it is in particular expected to keep to the arrangements 29, 87, 98, 100, 105, 111, 138 and 182 of the ILO (www.ilo.org), no matter whether the host country has ratified the suitable arrangement or not.

ENFORCED WORK

Reindl will start a partnership with nobody who uses in any way involuntary or enforced work including the slave work. No payments, „securities“ or their identity papers may be withheld from employees, so that they are employed.

CHILD EMPLOYMENT

Our partners are obliged to occupy nobody who is younger than 15 years. In addition, persons may not be occupied if they have not reached the necessary legal minimum age for the respective work in the host country yet and/or are still school-age.

Exceptions to this regulation are permitted only if the host country was entitled according to arrangement 138 of the ILO to it. In this case the regulations of this arrangement are to be kept. Further on is allowed it to occupy children less than 15 years within the scope of training periods, as far as this is a prescribed part of their education according to the laws of the host country. Nevertheless, a minimum age of 13 years may be fellshort in no case.

If after this regulation persons are to be dismissed, sufficient financial passing support and adequate educational possibilities is to be offered to these.

PUNISHMENT

Reindl expects that our partners treat each of their employees with respect and dignity. No employee may be forced by superiors or other employees to sexual actions, or be punished psychologically or physically. No employee may be made undergo any medical investigation, unless this is prescribed in the host country by law.

WAGES AND SALARIES

Our partners undertake to keep to the regulations about legal minimum wages of the host country, as well as to pay wages, additional work surcharge and other surcharges according to the legal regulations to their employees.

Deductions from wages as a punitive measure or deductions without approval of the affected employee are not allowed, unless this is permitted by laws of the host country.

DISCRIMINATION

Reindl recognises the cultural differences in the host countries of our partners.

Nevertheless, Reindl is persuaded of the fact that all people are equal - regardless of gender, religion, social or ethnic origin, race, nationality, political opinion, age, marital status, sexual orientation, a pregnancy or mental or physical impediments.

Hence, Reindl will begin or maintain no business connections with partners, who discriminate the people for one of the mentioned reasons or for another reason which offends against the convention of human rights of UN. This is no matter whether the discrimination concerns the employment, wages, salaries, promotions, disciplinary actions, dismissal, the retirement or other areas.

HEALTH AND SECURITY

We expect from our partners that they prescribe standards for safe and healthy working surroundings of their employees, including adequate facilities for the protection against dangerous machines, working conditions or materials. This demand also encloses the safe and healthy creation of social additional facilities like work flats, kitchens, etc.

Our partners undertake to follow the laws of the host country with regard to the protection of life, health and security of the workers and employees.

Employees less than 18 years may not be used in areas which are a danger for life or health.



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WORKING HOURS

While we accept a flexibility from case to case in the organisation of the working hours, we expect from our partners that they follow the local legal limitations of the working hours and compensate their employees for extra hours work accordingly. We do not want to co-operate with partners whose employees are obliged to work more than in the host country legally permissibly. The weekly working time may amount regularly at most to 60 hours.

ENVIRONMENT

Our partners undertake to apply the environmental laws of the host country, and to take in general consideration for the environment. In addition, Reindl searches partners who show an active engagement to preserve the resources of the earth with lasting effect from waste and to protect the environment.

UNION FREEDOM AND FREEDOM OF ASSEMBLY

Our partners undertake to respect the working-class rights to the association freedom and to wage negotiations, as well as the right on foundation of a, or entry to a trade union according to the laws of the host country.

SUPPLIERS

Our Partners pledge themselves to pass on amfori BSCI-Codex (Code of Conduct) gradually through the complete supply-chain, regardless of whether they are monitored, or not.

SUBCONTRACTOR

In the case of an order assignment to other enterprises or the cooperation of other manufacturers, factories or suppliers, our partners undertake to use only partners for the production of Reindl products or their components who stick to Reindl partnership terms.

CHANGES

Reindl undertakes to inform its manufacturers and suppliers promptly if the partnership guidelines were changed. The partners undertake to implement the changes in the partnership guidelines so quickly as possible.

RECOGNITION

The partners accept the partnership guidelines mentioned in this document as well as the Code of Conduct of the amfori BSCI as a base for a collaboration by their signature.

REPORTING SYSTEM FOR VIOLATIONS

Partner companies should provide their employees with a confidential grievance mechanism. In addition, reports of violations of these partnership guidelines can also be submitted directly to REINDL via the website <https://reindl.vispato.com>

RIGHT TO AUDIT

REINDL or third parties commissioned by REINDL reserve the right to conduct appropriate inspections, audits, or document reviews if there are reasonable indications of violations of these guidelines.

VIOLATIONS OF THESE PARTNERSHIP GUIDELINES

Violations of these partnership guidelines may, depending on their severity, lead to consequences up to and including the termination of the business relationship. REINDL will take into account the circumstances of the individual case and the partner's willingness to cooperate.

PLACE / DATE

COMPANY SIGNING

NAME AND FUNCTION OF SIGNING PERSON
