

# Code of Conduct for Business Partners



**CLAAS**



# Foreword

**Dear Business Partner,**

At CLAAS, we are proud to be a leading manufacturer of agricultural machinery, and we attribute much of our success to the strong relationships we have built over the years. Compliance with legal requirements and ethical standards is the foundation of all our business relationships. The trust our customers place in us is based not only on the quality and innovation of our products, but also on the assurance that these products are produced in accordance with the law and ethical practices.

We hold ourselves to the highest standards of integrity and responsibility, and we expect the same from our partners. To ensure that we move forward together, we invite you to familiarize yourself with our Code of Conduct, which outlines the principles and expectations for our collaborative success. Please review, endorse and incorporate these guidelines into your business practices.

In our complex and interconnected global economy, it is more important than ever to maintain a compliant supply chain. By sharing these standards and working together, we believe we can not only safeguard our operations, but also make a positive contribution to the industries and communities we serve.

Group Executive Board







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# 1 Human Rights and Working Conditions

**CLAAS expects Business Partners to focus especially on the observance of laws governing human rights, fair working conditions and environmental protection, and to comply with national and international legal requirements in this context.**

**The Code of Conduct is applicable to all suppliers, sales partners and all other B2B business partners (hereinafter referred to as “Business Partner”) of the CLAAS Group.**

**In this regard the Business Partners of CLAAS hereby declare:**

### **1.1. Human Rights**

Business Partners are aware of their obligations to act in accordance with the principles of the Universal Declaration of Human Rights and the United Nations Global Compact.

### **1.2. Child labour**

Business Partners shall reject and do not tolerate any form of child labor.

### **1.3. Modern slavery and forced labour**

Business Partners shall not tolerate all forms of slavery or practices similar to slavery, bondage, human trafficking or other forms of domination or oppression in the workplace environment, or comparable measures that deprive employees of their freedom, are prohibited.

All work must be voluntary, with the possibility of being able to terminate the employment relationship.

### **1.4. Mutual Respect and Trust**

Business Partners shall commit to diversity, inclusion and equal opportunities. The working environment is characterized by respect and tolerance. Every person has the right to be treated with respect, justice and dignity. Business Partners should not tolerate discrimination, bullying, abuse of power, intimidation or other forms of harassment or unequal treatment, e. g. on the basis of national and ethnic origin, skin color, social background, health status, disability, sexual orientation, age, gender, gender identity, religion, political opinion or world view.

### **1.5. Freedom of Association and Employee Representation**

Business Partners should provide their commitment to an open and constructive dialog with employee representatives. Business Partners should respect the right of employees to freedom of association and assembly in accordance with the provisions of applicable legislation. CLAAS complies with the legal requirements for proper accounting and financial reporting as well as national and international tax laws. Reports are made truthfully, completely and in a timely manner.





## 2 Environmental Protection and Occupational

**We are confident that our Business Partners understand the importance of environmental protection and sustainability.**

### 2.1. Environmental protection and sustainability

Business Partners act in accordance with applicable laws to minimize any negative impact on the environment. Environmental and climate protection are continuously improved through appropriate measures.

Business Partners should have the focus on sustainably and environmental aspects in mind when organizing its operations. These include climate protection (e. g. by increasing energy efficiency as well as using renewable energies), adapting business activities to climate change, ensuring water quality and reducing water consumption, ensuring air and soil quality, protecting biodiversity, promoting resource efficiency, reducing waste and disposing of it properly, and responsibly handling substances that are hazardous to people and the environment.

### 2.2. Occupational Safety

Business Partners shall focus on occupational safety and health protection for all employees. Business Partners should ensure that the required occupational health and safety protection applies to all employees within the framework of legal requirements and regulations.

### 2.3. Risk management system

Business Partners should have a robust Risk Management System in place to prevent, mitigate, and communicate accidents and releases to the environment or occupational safety.





## 3 Business Relationships

**Establishing credibility and trust in business practices requires openness and transparency in the business relationships. Business Partners are aware of their obligation to comply with applicable local and international laws, regulations, guidelines and acts accordingly also in its own supply chains.**

The main elements include:

### 3.1 Bribery and corruption

Business Partners shall reject corruption and bribery as illegal and anti-competitive business practices. The prohibition on bribery and corruption must not be bypassed by involving third parties such as intermediaries, representatives, agents, service providers, experts or consultants be bypassed. Donations or sponsoring activities may not be used to gain unlawful business advantages.

### 3.2. Fair competition

It is expected that Business Partners will comply with the applicable antitrust and competition laws. All business activities between CLAAS and Business Partners are subject to the principles and conventions of fair competition. Therefore, Business Partners should reject any agreements and agreements with competitors, suppliers and customers that may interfere with free competition and take appropriate preventive measures within its own organization and the supply chain. The relevant antitrust and competition regulations must be strictly observed.

### 3.3. Conflicts of interest

Conflicts of interest, both internal and with respect to CLAAS, which could influence the business relationship with CLAAS should be avoided. If the avoidance is not possible, these must be addressed openly and resolved.

### 3.4. Money Laundering

Business Partners shall comply with all laws applicable to money laundering (Anti Money Laundering) and the financing of terrorism and minimize the general risk of money laundering by means of carefully checking its business partners and through training and information measures. This also includes active cooperation in CLAAS processes to fulfil legal requirements regarding the prevention of money laundering, in particular: Know Your Customer (KYC) and information on the Ultimate Beneficial Owner (UBO).

### 3.5. Gifts, hospitality, and invitations

Business Partners and their employees shall not offer any inappropriate advantage to CLAAS employees in form of gifts, hospitality, or invitations, in order to unduly influence them, either directly or indirectly. Likewise, they shall not request or accept such benefits.

### 3.6. Export Control

Business Partners shall comply with all applicable laws governing foreign trade. This includes compliance with customs and foreign trade law, including compliance with export controls, sanctions, embargoes and other government regulations or directives that regulate foreign trade. Business Partners take appropriate and reasonable measures to ensure that transactions with third parties do not violate embargoes, regulations of customs and foreign trade law and regulations to combat the financing of terrorism.

# 4 Data Protection, Intellectual Property and Confidentiality

#### 4.1. Data protection

Business Partners are aware of their obligations to act in accordance with legal requirements by data collection process and to use personal data only in accordance with relevant data protection laws.

The basic principles of data protection are observed, including lawfulness of processing, transparency, purpose limitation, data minimization, accuracy and storage limitation.

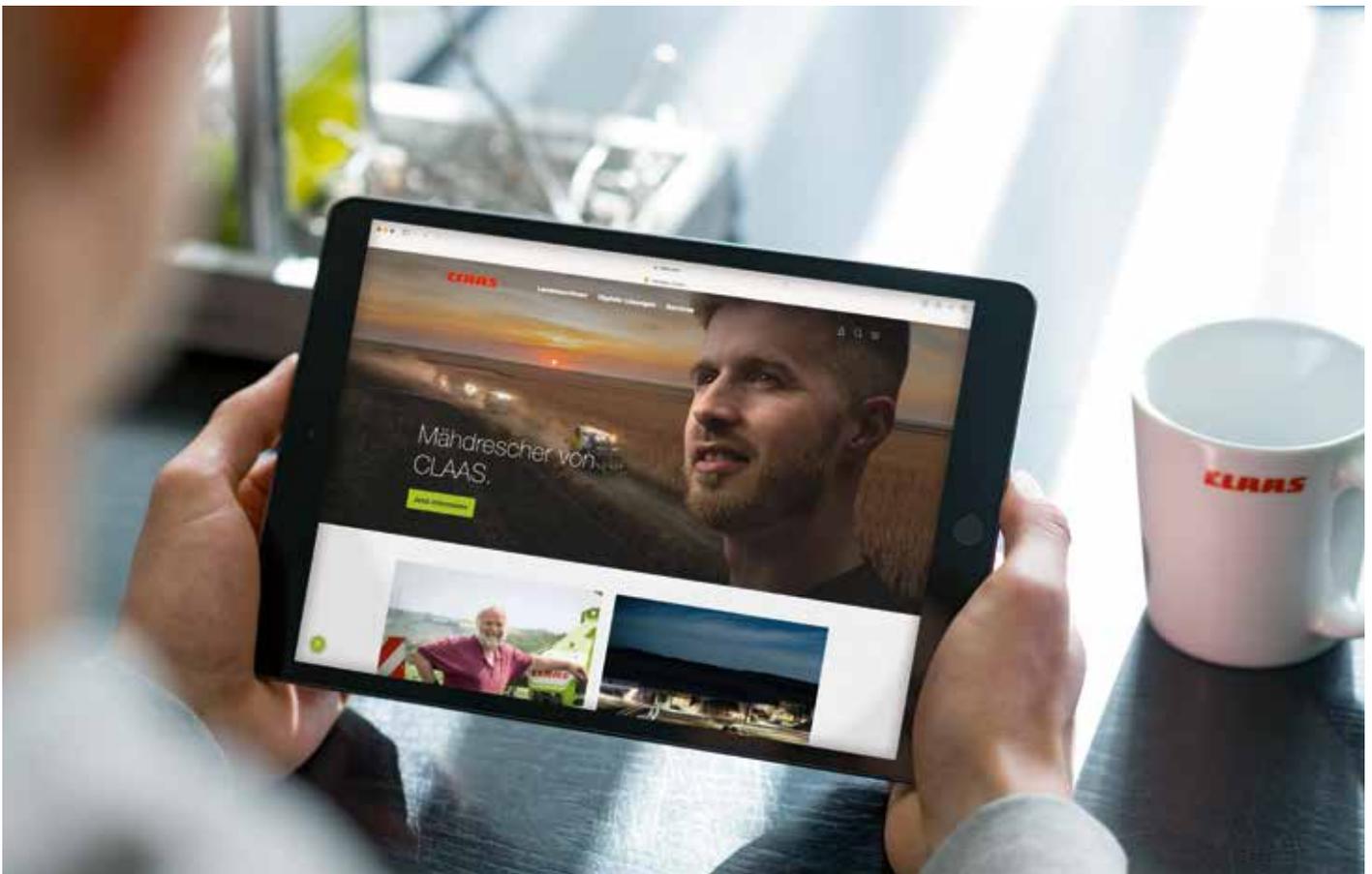
Furthermore, in order to maintain confidentiality of personal data, Business Partners place correspondingly high demands on secure use and storage of data.

#### 4.2. Intellectual Property

Business Partners are aware of their obligations to protect intellectual property from misuse or unlawful use by third parties. Business Partners should respect its own and third-party intellectual property, such as inventions, product prototypes, software developments and other proprietary information, and complies with applicable laws.

#### 4.3. Confidentiality

Business Partners are aware to care about confidentiality by exchanging confidential and proprietary information, for which they are contractually or legally obliged to maintain it confidential.





## 5 Legal consequences in case of violation of the CLAAS Code of Conduct for Business Partners

CLAAS may terminate the business relationship with the Business Partner if he does not follow the principles outlined in this Code of Conduct. CLAAS may waive the consequences and take alternative action if the Business Partner provides reliable assurances and demonstrates that it has taken prompt corrective action to prevent similar violations from occurring in the future. CLAAS reserves the right to control the fulfillment of the obligations stipulated in this Code of Conduct, and respective legal obligations by the Business Partner.

This Code of Conduct is the guideline for the business relationship between CLAAS and its Business Partners. Parties not involved in the contractual relationship can turn to the specified contact persons in confidence.





## Imprint

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V1 | 06/24