



CODE OF CONDUCT

Otto Bihler Maschinenfabrik GmbH & Co. KG

BIHLER

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1. Preface

Dear Colleagues,

The success of Bihler is directly related to the confidence of our customers in our high-quality products and services, our adherence to schedules and the innovative strength of the entire Bihler team.

We are determined to continue to expand and strengthen our position as worldwide leader for automation solutions in stamping and forming, welding and assembly technology in the future.

This Code of Conduct will contribute to this. It will assist all employees to use certain rules as guidelines and internalize them. Behaving with integrity promotes the personal success of each individual and reinforces the good reputation of our organization.

Halblech, January 2019


Mathias Bihler
Managing Partner


Manfred Grundner
Managing Director


Bernd Hausmann
Managing Director



2. Bihler mission statement

Our employees

In our family business, we offer our employees interesting and varied tasks, flat hierarchies and a wide scope for their activities – combined with fair wages and a working atmosphere characterized by respect and trust. We specifically promote the strengths of each employee with opportunities for individual development and continuing education in all areas of the company. The practice-oriented training of young men and women is particularly important at Bihler. After all, highly trained specialists are our most valuable asset.

Our responsibility

As one of the largest employers in the Allgäu region, Bihler is aware of its social responsibility. We want to offer the people in the region secure jobs and interesting prospects today and in the future. Currently, more than 800 men and women work at our two sites in Halblech and Füssen. In addition, a close network of partner companies has been established in the immediate vicinity, offering employment for a further 2,500 people. Bihler supports local sports clubs and social institutions. The protection and preservation of the environment is our special shared responsibility.

Our goal

Pushing the limits of technology and continuing to provide the market with pioneering products has always been our strategy for success. With a high level of innovative strength, we are consistently working to further expand our technological and market leadership in defined target markets. The continuous expansion of our comprehensive customer support services also plays a decisive role. All this with the goal of offering our customers highly economical high-tech manufacturing solutions and the best support for their success in the future.

3. Fair competition

We comply with all laws in the countries we operate in, as well as with all applicable export and import regulations.

We are not making arrangements about our competitive behavior with competitors. We strictly obey all laws to protect competition.

We avoid situations where private interests of an employee contradict the company's interests.

We particularly distance ourselves from any form of corruption or bribery. German laws and relevant European laws are considered binding here.

Fair competition and antitrust legislation are crucial in this respect.



4. Human rights

We act ethically correct and strive to increase awareness for responsible cooperation between all employees, customers, competitors and third parties. We do not tolerate child labor or any form of forced labor.

We ensure that applicable working time regulations are complied with and that all staff receive appropriate remuneration for their work.

We distance ourselves from any form of discrimination or harassment within the organization and towards customers or partners.

5. Sustainability

For us, the sustainable use of natural resources and the reduction of CO₂ emissions is a central concern. With our photovoltaic system, an in-house combined heat and power plant and participation in the energy efficiency network, we contribute to achieving the climate and energy policy goals of the Federal Republic of Germany. As one of the largest employers in the region, our corporate policy and social commitment ensure the sustainable development of the surrounding communities and residents: a very important issue for us in times of globalization and demographic change.

We strive to purchase environmentally friendly high quality products and services from few select, preferably regional suppliers, with operations integrating social aspects who meet our fundamental principles regarding specifications, supply and environmental orientation. We see our influence in the selection of materials and supplies and the use of packaging materials with the smallest possible damage to the environment.



6. Management systems

Quality

We are certified in accordance with DIN EN ISO 9001.

Quality means longevity of Bihler products and a comprehensive fulfillment of customer requirements. Completely satisfied customers thanks to flawless products and services are our ultimate goal. The continuous assurance of the satisfaction of our customers and their continuous improvement are among the highest business principles of our organization.

We expect every employee to continually improve the quality of his individual work and actively contribute to the continuous improvement of Bihler products, processes and services. This quality policy is the working basis at all levels of the organization. Every employee has quality assurance tasks in his work area. It is his duty to perform these tasks according to the issued guidelines and instructions and help achieve the quality objectives. The management and all employees are committed to this quality policy.





Environmental

We have developed our own Environmental Management System based on the DIN EN ISO 14001 standard.

We see nature, society, economy and therefore our organization as part of a global ecological system, the preservation of which is our shared responsibility. From this perspective, we are committed to an environmentally friendly alignment of our operations and activities and see potential influence as an entrepreneurial opportunity for active participation. We protect the environment through compliance with all applicable legal requirements. We meet the demands of the Water Resources Act (WHG), the Ordinance on Hazardous Substances (REACH), all recycling and waste legislation and other applicable regulations. Our annual objectives show our specific intention to take on responsibility and to continuously improve the environmental performance of our operations.



Energy

We are certified in accordance with DIN EN ISO 50001.

We recognize our immediate responsibility to proactively support the trend towards environmentally oriented use of resources together with our customers. This is why only a holistic energy efficiency analysis is practical.

The focus of the initiative derived from this claim is a significant increase in the holistic energy efficiency throughout manufacturing and lifecycle of our products. In accordance, we have defined a wide spectrum of activities for a holistic energy management. This ranges from energy-optimized designs via energy-efficient production, energy-oriented adjustment of machines, controllers, procedures and processes with intelligent software tools and new service products, all the way to reducing the energy consumption for IT systems (Green IT) and the self-production of "green" electricity with our 4,521 m² (48,664 ft²) photovoltaic system as well as our on-site cogeneration unit.



Work and health safety

We have introduced a management system modeled after standard DIN ISO 45001 that meets all requirements in terms of work safety. We comply with all applicable laws regarding work safety and ensure the health and well-being of all employees with regular checks (training, occupational physician). The safety of our guests and customers is very important to us. Ahead of visits we point out the rules and regulations.

7. Protection of property

We protect all non-public information about our company as well as our tangible and intangible property and handle all information and property responsibly.

We search national and international patent registers for any existing, active patents before and during the development phase of new machines or new components. This way, we avoid any unintentional violation of existing patents.

All employees and all contractors coming into contact with personal and corporate data have agreed in writing to maintain confidentiality. All operational data as well as customer data is protected against unauthorized access with technical safeguards.



8. Bindingness of Code of Conduct

This Code of Conduct is binding for all employees. All internal violations of this Code of Conduct are punishable by disciplinary action.

Highest precision



Innovation



Customer satisfaction



Productivity



Reproducible quality



Adherence to schedules



"Success means using skills in conjunction with the best equipment at the right time with the right focus."

"Imagination is more important than knowledge, because visions are a continuous driver of innovation."

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