

# Supplier Code of Business Conduct

## Mission

**Provide expertise and spare parts to maximise the lifespan of vehicles.**

## Values

**Customer Focus  
Respect  
Entrepreneurship  
and Agility**

## Vision 2030

**Lead the independent after-market in select European countries with a Swiss-quality, customer-focused, omnichannel and digitally enabled offering.**

## Introduction

As a market leader in European vehicle maintenance, the reputation of the Swiss Automotive Group<sup>1</sup> is built on our values and our commitment to the highest ethical, social, and environmental standards.

We believe strongly in working with suppliers who share these values and this commitment. This Supplier Code of Business Conduct (Supplier Code) outlines our expectations for our suppliers, in matters like human rights, labour conditions, the environment and business ethics.

This Supplier Code applies to all our suppliers, including their employees, agents, subcontractors, and suppliers.

## Ethics and Compliance

Our Suppliers ...

- **Compliance with Laws and Regulations:** Comply with all national and international laws and regulations that apply to their operations, including maintaining all necessary permits and licenses.
- **Corruption and Bribery:** Do not engage in any form of bribery or corruption, either directly or indirectly.
- **Fair Competition:** Compete fairly and do not engage in any anti-competitive practices, including price fixing, market sharing, or bid rigging.
- **Conflicts of Interest:** Avoid any actual or perceived conflicts of interest and disclose any potential conflicts of interest to the Swiss Automotive Group.
- **Money Laundering:** Have policies and procedures in place to prevent money laundering or financing of terrorism.
- **Sanctions and International Trade:** Comply with all applicable sanctions and trade restrictions, and do not conduct any business with sanctioned individuals, organizations, or countries.
- **Grievance Mechanism:** Establish and maintain a grievance mechanism to address any concerns or complaints raised by their employees, customers, or other stakeholders.

## Working Conditions and Occupational Safety

Our Suppliers ...

- **Health and Safety:** Provide a safe and healthy work environment that complies with all applicable health and safety regulations and standards, and take measures to prevent accidents, injuries, and illnesses in the workplace.
- **Child Labour:** Do not use child labour in any form, as defined by the United Nation's Convention on the Rights of the Child and the International Labour Organization's Standards on Child Labour.
- **Forced Labour:** Do not use forced or involuntary labour, including bonded labour, indentured labour, or any other forms of coercion or exploitation.
- **Discrimination:** Do not discriminate on the basis of race, colour, religion, gender, age, disability, ethnic or national origin, sexual orientation, or any other legally protected characteristic.
- **Working Hours:** Comply with all applicable laws and regulations concerning working hours, including maximum working hours, rest periods, and overtime.
- **Wages and Benefits:** Pay their employees at least the minimum wage prescribed by law, and provide the legally required benefits, such as social security, insurance, and paid leave.
- **Human Dignity and Treatment:** Treat employees with dignity and respect and ensure that they are not subject to any form of physical or psychological abuse, harassment, or discrimination.
- **Freedom of Association:** Respect rights to freedom of association and collective bargaining.

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<sup>1</sup> **Swiss Automotive Group**, with headquarters in Rotkreuz Switzerland, refers to Swiss Automotive Group AG and Derendinger Holding AG, including all their direct and indirect subsidiaries.

## Confidentiality and Data Processing

Our Suppliers ...

- **Confidentiality:** Maintain confidentiality of Swiss Automotive Group's confidential information, and do not disclose or use such information for any purpose other than the performance of their commercial obligations to the Swiss Automotive Group.
- **IT Security:** Implement appropriate measures to ensure the security of all electronic communications and data transmitted or stored during the course of the business relationship, including protection against unauthorized access, use, or disclosure.
- **Publication of Cooperation:** Do not make any public announcements or publications concerning cooperation with the Swiss Automotive Group, or the supply of goods or services, without our prior written consent.

## Products

Our Suppliers ...

- **Production Standards, Quality, and Safety:** Maintain effective quality management systems that ensure that all products and services supplied meet or exceed all applicable legal, regulatory and industry standards for quality and safety.
- **Intellectual Property:** Respect the intellectual property rights of the Swiss Automotive Group and of third parties, and obtain our prior written approval before using any of our intellectual property.
- **Product Ingredients:** Ensure that materials used in products supplied to the Swiss Automotive Group comply with applicable legal requirements, industry standards, and regulations, including those related to hazardous materials and restricted substances. Suppliers shall provide accurate and complete information regarding the composition, content, and origin of the products they supply.
- **Labelling and Packaging:** Comply with all applicable laws and regulations regarding labelling and packaging.

- **Conflict Minerals / Responsible Sourcing:** Comply with all applicable laws and regulations regarding responsible sourcing, maintain the ability to identify the sources of their raw materials, and do not use minerals that directly or indirectly finance or benefit armed conflict or human rights violations.

## Environment

Our Suppliers ...

- **Environmental Compliance:** Comply with applicable environmental laws, regulations, and standards, while minimizing the environmental impact of their operations and products.
- **Energy Consumption and Emissions:** Reduce greenhouse gas emissions by prioritizing renewable energy sources and improving energy efficiency to minimize waste and pollution.
- **Waste and Disposal:** Implement measures to minimize waste generation, and handle and dispose of both general and hazardous waste responsibly and in accordance with applicable laws and regulations.
- **Water:** Adopt measures to prevent water waste and reduce water pollution.
- **Biodiversity and Ecosystems:** Minimize impacts on biodiversity and ecosystems, while implementing necessary measures to restore any affected areas.

## Compliance with the Supplier Code of Business Conduct

This Supplier Code is based on the principles set by the Swiss Automotive Group Code of Conduct. It may be amended by the Swiss Automotive Group as required by Swiss, EU and internationally agreed legal framework. The validity of this Supplier Code is not limited by time.

The supplier shall take the appropriate measures to ensure compliance with this Supplier Code and its corresponding requirements, including within its own organization and in relationship to its own suppliers. The supplier shall ensure its right to conduct audits among its own suppliers.

We reserve the right to monitor compliance with the Supplier Code including conducting audits or inspections of the supplier's facilities and operations. Suppliers shall provide information and access to facilities, personnel, and records as reasonably required to demonstrate compliance with the Supplier Code.

Suppliers shall ensure that all necessary sustainability data is thoroughly documented and accurately reported, maintaining transparency and integrity in all disclosures designed to meet sustainability reporting requirements.

The supplier shall report any actual or potential violations of the Supplier Code to the Swiss Automotive Group. The supplier shall not take any retaliatory action against any individual who reports violations in good faith.

If we determine that the supplier has violated the Supplier Code, the supplier must promptly take the appropriate corrective actions. We reserve the right to end the business relationship with any supplier who refuses or is unable to comply with the Supplier Code.

## Supplier Declaration

By signing, suppliers acknowledge that they are aware of the expectations of the Swiss Automotive Group, and they have read, understand, and agree to comply with the Supplier Code as a condition of doing business with the Swiss Automotive Group.

### First Supplier Representative

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Company/Organization

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

### Second Supplier Representative (if required)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Company/Organization

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

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