

## **SUPPLIER CODE OF ETHICS**

HAFNER Pneumatika Kft. considers it extremely important to establish and maintain a good mutual relationship with its Suppliers, which is characterized by mutual trust, cooperation, honesty and the provision of high-quality services. This relationship is illustrated in this Supplier Code of Ethics. HAFNER Pneumatika Kft. recognizes the ethical expectations placed on the suppliers in order to carry out their activities fairly, transparently and responsibly in compliance with the laws and internal regulations, and to comply with the detailed principles, as obligatory for itself too.

Due to a serious violation of this Supplier Code of Ethics, HAFNER Pneumatika Kft. may terminate the existing business relationship with the Supplier.

### **1. Business ethics**

Both HAFNER Pneumatika Kft. and its Supplier are committed to complying with the generally accepted ethical norms and rules of business and the legal regulations governing its operation.

#### **Rejection of corruption and bribery**

HAFNER Pneumatika Kft. rejects corruption, takes firm action against all its forms, and expects the same from its Suppliers. As well as from its employees, HAFNER Pneumatika expect honest and ethical conduct in the work of its Suppliers. The Supplier may not offer, give, request or accept bribes for the purpose of bribery in cooperation with the employees of HAFNER Pneumatika Kft. The Supplier may not use an intermediary to make a payment for corruption purposes. He shall not be entitled to receive or accept any cash or cash-nature payments or benefits of any kind.

#### **Confidentiality, data protection and data security**

The Supplier shall keep confidential all information provided by HAFNER Pneumatika Kft., Regardless of whether the communication was made orally or in writing, including, but not limited to any information containing patents, blueprints, documents, software, specifications, information or data. The Supplier must return them in good condition when the order is fulfilled or upon request before. It is prohibited for the Supplier to disclose, copy or use such information or data for purposes other than those specified in the order without the prior written consent of HAFNER Pneumatika Kft.

#### **Intellectual property rights**

The Supplier respects the intellectual property rights and is only entitled to use them in accordance with the applicable terms of use and contractual provisions.

#### **Protecting your reputation, using social media**

The Supplier shall refrain from any manifestation that may adversely affect the reputation and judgment of HAFNER Pneumatika Kft.



### **Business gifts and other benefits**

Acceptance of a business gift, hospitality or other service allowance may be fair and possible only within the framework of general business practice, provided that it does not show the slightest sign of intent to influence and does not affect decision-making.

### **Fair competition**

HAFNER Pneumatika Kft. supports fair and open competition in both domestic and international markets. It expects the Supplier to also meet the following criteria. The relationship with competitors must be characterized by fairness and a professional attitude. It is not permitted to make inaccurate, derogatory or inappropriate statements about competitors or competitors' products or services, or to gain an unlawful advantage from the Supplier by manipulating, concealing or distorting the facts.

Under no circumstances may the Supplier of HAFNER Pneumatika Kft. participate in or cause an infringement of the competition rules. The Supplier may not enter into any illegal price agreement or engage in any illegal market sharing or other conduct that is contrary to applicable competition laws. Any form of conduct or practice aimed at restricting free and fair competition is unacceptable.

It is prohibited to enter into any agreement with competitors which has as its object the fixing of prices or charges or the restriction of the type or quantity of products or services provided. The Supplier of HAFNER Pneumatika Kft. may not consent to any formal or informal, written or even oral agreement that fixes prices or other conditions of sale, coordinates offers, divides customers, sales areas or product lines, or in any way violates the existing economic competition laws.

The Supplier shall not enter into any agreement with the object of restricting free competition. Any exchange of information with competitors concerning the future strategy of products, services or their pricing is prohibited.

### **Conflict of interest**

The Supplier must avoid conflicts of interest, or even the appearance thereof. The Supplier may not directly or indirectly employ an employee, officer or family member of HAFNER Pneumatika Kft., nor may it conduct business directly with the listed persons. In the event that such a relationship may exist or an employee, officer or family member of HAFNER Pneumatika Kft. has an ownership interest in the Supplier's company, it must be reported immediately to the following contact: [management@hafner-pneumatika.com](mailto:management@hafner-pneumatika.com).

### **Legality**

The Supplier complies with the laws of the countries in which it operates and manufactures and supplies its products and services in accordance with the applicable laws.

### **Fair cooperation and communication**

The Supplier is obliged to provide HAFNER Pneumatika Kft. with real, accurate, understandable, clear and complete information and polite communication, which is free from misleading or deception. Suppliers are



required to conduct business in accordance with the principles set out in this Supplier Code of Ethics in their dealings with their suppliers.

## **2. Respect for human rights**

The Supplier is committed to ensuring the human rights of its employees and to complying with the laws governing the employment of its employees.

The supplier is obliged to ensure the employment of its employees in legal certainty, in accordance with the applicable laws and regulations. The rights and obligations arising from the employment relationship must also be recorded and fulfilled in accordance with the law.

**Working hours:** the Supplier complies with the legislation on working hours, rest periods and paid leave related to its activities.

**Prohibition of forced labour, child labour:** the Supplier rejects all forms of forced labour, child labour and complies with the legal regulations regarding the minimum age of employment.

**Non-discrimination:** the Supplier rejects any form of discrimination, in particular discrimination based on age, gender, marital status, nationality, origin, religion or political beliefs.

**Respect for people:** the Supplier recognizes that everyone has the right to be treated with respect and dignity. He refrains from violating or circumventing human rights rules, rejecting such behaviour.

**Humane treatment:** the supplier is firmly opposed to all forms of violence and harassment, recognizing that women and girls are at greater risk of violence-based danger, which can be interpreted as a violation of human rights and a form of discrimination against women. Based on these principles, the supplier, in accordance with the Istanbul Convention, rejects all forms of violence that can cause physical, sexual, psychological or economic harm or suffering to any of its employees, regardless of gender identity.

**Principle of equal treatment:** The Supplier shall consistently apply the principles of equal treatment and "diversity and inclusion" in the recruitment, employment, training, development and termination of its employees. The Supplier undertakes to treat everyone with respect, to offer everyone equal opportunities and to make decisions regarding the assignment based on individual merit and business needs, and not on the basis of: gender, age, religion, disability, sexual orientation, nationality, political views, social background or ethnic origin.

### **3. Health and environmental protection, safety**

Creating a safe working environment and safe working conditions is essential for HAFNER Pneumatika Kft. The Supplier is also expected to take responsibility for creating these conditions and reducing the potential for accidents.

The Supplier is obliged to comply with the environmental regulations applicable to its activities and products. The Supplier undertakes to carry out its activities with the necessary permits at all times and to comply with the reporting obligations laid down in the legislation applicable to its activities.

#### **Safe work environment**

The Supplier is obliged to provide a safe and healthy working environment for its employees and to implement appropriate occupational health and safety regulations.

#### **Management of safety and environmental risks**

The Supplier shall identify any safety and environmental risks and emergencies that may occur during the operation, production or provision of its product, and reduce these risks through a plan of action.

#### **Safe product**

The Supplier undertakes that its product or the service it provides complies with the relevant safety and environmental regulations.

### **4. Liability of HAFNER Pneumatika Kft.**

HAFNER Pneumatika Kft. always clearly informs its Suppliers of its expectations. The performance of the Supplier Code of Ethics will be considered as part of the Supplier's evaluation and the evaluation will be kept confidential.

Should any questions arise regarding any of the provisions of the Supplier Code of Ethics, please contact them at [management@hafner-pneumatika.com](mailto:management@hafner-pneumatika.com).

### **5. Scope, Compliance and Violation of Supplier Code of Ethics**

It is the responsibility of all Suppliers to become familiar with and comply with the Supplier Code of Ethics. The Supplier shall operate an internal management system that is suitable for compliance with applicable laws and this Supplier Code of Ethics.

If any employee of the Supplier becomes aware of a violation of laws, ethical norms or other regulations, he must inform HAFNER Pneumatika Kft. at the following contact: [management@hafner-pneumatika.com](mailto:management@hafner-pneumatika.com).

HAFNER Pneumatika Kft. and the Supplier shall ensure that no employee is discriminated, who draws attention to any operation, irregularity or abuse against the Supplier Code of Ethics. HAFNER Pneumatika Kft. and the Supplier consistently investigate these cases and agree on the necessary corrective measures and their control.

**HAFNER Pneumatika Kft.**

H-9228 Halászi, Püski út 3.

[www.hafner-pneumatika.com](http://www.hafner-pneumatika.com)[ertekesites@hafner-pneumatika.com](mailto:ertekesites@hafner-pneumatika.com)

HAFNER Pneumatika Kft. reserves the right to check the Supplier's compliance with the principles accepted in this Code. This may be done through a review of the Supplier's own documents or during an on-site survey with the Supplier's prior consent.

The Supplier agrees that in case of a violation of the Supplier Code of Ethics, HAFNER Pneumatika Kft. is entitled to request information and take corrective measures from the Supplier, who is obliged to provide information on the results.

The Supplier agrees that violations of the Supplier Code of Ethics may, depending on the extent, affect the Supplier's annual rating.

**Having read the above, I acknowledge that due to a serious violation of this Supplier Code of Ethics, HAFNER Pneumatika Kft. may terminate the existing business relationship with the company I represent.**

Date:

Name, position:

Company signature: