

Supplier Code of Conduct

Istac Promotion GmbH

Preamble

„Sustainable Development is a globally accepted approach to sustaining economic growth without harming our planet or exhausting its resources while improving the quality of life for its current and future inhabitants.“

Istac strongly believes in sustainability and strives to support the 10 universally accepted principles of the United Nations Global Compact.

We shoulder our responsibility concerning social, ecological and ethical standards, and we also expect our suppliers to do so. The acceptance of the principles expressed in our Supplier Code of Conduct is a crucial component of supplier selection and evaluation. Moreover, we require our suppliers to replicate these standards further down the supply chain.

Suppliers are expected to implement management systems to facilitate compliance with all applicable laws and to promote continuous improvement with respect to the expectations set forth in this Supplier Code of Conduct.

1. Equal employment opportunity/non-discrimination

We believe that all terms and conditions of employments should be based on an individual's ability to do the job and not on the basis of personal characteristics or beliefs. We provide employees with a working environment free of discrimination, harassment, intimidation or coercion relating directly or indirectly to race, religion, sexual orientation, political opinion or disability. We do not interfere with individual rights to observe tenets or practices, e.g. religious beliefs.

2. Forced Labour

We do not tolerate slavery, servitude and forced or compulsory labor in the manufacture of any of our products. This means also that personnel shall not have to lodge "deposits" or identity papers with the company upon commencing employment.

3. Child Labour

We do not tolerate child labor in our supply chain. We do not employ any person under the age of 16 years (or where local law is set at 14 years, the lower age will apply), or any age, at which compulsory schooling has ended, whichever is greater.

4. Hours of Labour

We maintain reasonable employee work hours based on the limits on regular and overtime hours allowed by local law, or where local law does not limit the hours of work, the regular work week. Overtime, when necessary, is fully compensated according to local law, or at a rate at least equal to the regular hourly compensation rate if there is no legally prescribed premium rate. Employees are permitted reasonable days off (at least one day off in every seven-day period) and leave privileges.

5. Coercion and Harassment

We acknowledge the value of our staff and treat each employee with dignity and respect. We do not use cruel and unusual disciplinary practices such as threats of violence or other forms of physical punishment, sexual, psychological or verbal harassment or abuse.

6. Compensation

We fairly compensate our employees by complying with all applicable laws, including minimum wage laws, or the prevailing local industry wage, whichever is higher and shall always be sufficient to meet basic needs of personnel and to provide some discretionary income. We offer our employees ample training and educational opportunities.

7. Health and Safety

We maintain a safe, clean and healthy working-environment in compliance with all applicable laws and regulations. We provide adequate medical facilities, clean restrooms, reasonable access to potable water, well-lit and ventilated workstations and protection from hazardous materials or conditions. All facilities are provided with a maximum protection and safety measures, which do include fire protection, emergency exits and access to first aid supplies. The laws on health & safety in each country are strictly respected and met, if not exceeded. The same standard of health and safety are applied in any housing we provide to our employees.

8. Freedom of Association

We respect the right of all our personnel to form and join trade unions of their choice and bargain collectively. Where the right of freedom of association and collective bargaining are restricted under law, we facilitate parallel means of independent and free association and bargaining for all such personnel. We ensure that representatives of such personnel are not the subjects of discrimination.

Waste and Emissions

We have systems in place to ensure the safe handling, movement, storage, recycling, reuse and management of waste, air emissions and wastewater discharges. We also have systems in place to prevent or mitigate accidental spills and releases into the environment. We fully comply with all applicable environmental legislation and sustainability commitments

Resource Conservation and Climate Protection

We use natural resources in an economical way. Negative impacts on the environment and climate will be minimized or eliminated at their source. We will engage in the development and use of climate-friendly products and processes to reduce power consumption and greenhouse gas emissions.

We hereby confirm that we fully agree to the expectations set forth in this Supplier Code of Conduct and practice them.

Company: _____

Address: _____

Name: _____

Position: _____