Resp.: Arztmiller, Günter
(Managing Director)

The Imaging Source Europe GmbH
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Code of Conduct

Introduction

The Imaging Source Europe recognizes its role in an interconnected global economy and accepts its responsibility as a corporate citizen.

- The Imaging Source Europe considers the direct and indirect impacts of its business activities on the environment and society and strives to balance economic, environmental, and social considerations responsibly.
- The Imaging Source Europe conducts its business in accordance with generally recognized values and principles, complies with applicable laws and regulations, and respects internationally recognized human rights and labor standards.
- The Imaging Source Europe supports the principles and objectives set forth in this Code of Conduct and, within the scope of its legal and practical capabilities, will make reasonable and appropriate efforts to uphold these voluntary commitments on an ongoing basis.

Ethical Conduct and Integrity

The Imaging Source Europe pursues only legitimate business objectives and practices and conducts business only with reputable partners.

The Imaging Source Europe treats its business partners and customers fairly and with respect. The Imaging Source Europe complies with the applicable laws and regulations of the countries and regions in which it conducts business.

The Imaging Source Europe is guided by generally accepted ethical values and principles, including integrity and respect for human dignity.

Anti-Corruption, Trade Compliance, and Anti-Money Laundering

The Imaging Source Europe does not tolerate bribery or corruption in any form.

The Imaging Source Europe complies with applicable import and export control regulations and all legal requirements related to the prevention of money laundering.

Fair Competition

The Imaging Source Europe supports free and fair competition and does not tolerate anti-competitive agreements or practices. The Imaging Source Europe does not seek competitive advantage through unfair or unlawful business practices.

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Personal Data, Confidential Information, and Intellectual Property

The Imaging Source Europe respects the privacy rights of its employees, business partners, and customers and complies with applicable data protection, privacy, and information security requirements when processing personal data.

The Imaging Source Europe protects the trade secrets and other confidential information entrusted to it by its business partners and customers against unauthorized access, use, and disclosure.

The Imaging Source Europe respects the intellectual property rights of its business partners, customers, and other third parties and takes appropriate measures to protect intellectual property rights when exchanging know-how and technology.

Environmental Responsibility and Commitment

Protecting and preserving the natural environment is a shared responsibility. With this in mind, The Imaging Source Europe conducts its business in an environmentally responsible manner and supports the goal of a climate-neutral future.

Environmental and Climate Protection

The Imaging Source Europe fulfills its environmental responsibilities by complying with applicable legal requirements and recognized environmental and climate protection standards. The Imaging Source Europe works to continuously reduce the negative environmental and climate impacts of its business activities.

Appropriate measures are taken in areas including:

- Maintenance of an environmental management system certified to ISO 14001 at our German site
- Proper and responsible handling of hazardous substances, chemicals, and waste, including their disposal
- Reduction of environmental impacts from business operations, including wastewater, air emissions, noise, and greenhouse gas emissions
- Conservation of natural resources, for example through the use of recyclable shipping and packaging materials
- Increase in the share of renewable energy used at company facilities

Human Rights and Labor Standards

The Imaging Source Europe respects internationally recognized human rights as set forth in the United Nations Universal Declaration of Human Rights.

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The Imaging Source Europe is guided by the internationally recognized labor standards of the International Labour Organization (ILO).

In all its business activities, The Imaging Source Europe strives to neither cause nor contribute to human rights violations and expects the same of its business partners.

Employment Practices

The Imaging Source Europe treats its employees with respect and does not tolerate any form of unlawful disciplinary action, abuse, harassment, intimidation, or other degrading treatment of employees.

The Imaging Source Europe complies with applicable labor and employment laws in all employment relationships and expects the same of its business partners. At the beginning of the employment relationship, employees are provided with clear and understandable information about the essential terms and conditions of their employment, including their rights and responsibilities, working hours, compensation, and payment arrangements.

The Imaging Source Europe respects and protects employees' right to terminate their employment in accordance with applicable notice requirements.

Prohibition of Child Labor and Protection of Young Workers

The Imaging Source Europe does not tolerate child labor and complies with applicable minimum working-age requirements. Internships are organized in accordance with applicable laws and regulations.

The Imaging Source Europe expects its business partners to have appropriate procedures in place to verify age and prevent child labor. If child labor is identified, all necessary measures must be taken immediately, with the welfare, protection, and development of the child as the primary considerations.

For individuals under the age of 18, the rights and protections applicable to young workers must be observed. They may only be employed when it is ensured that their working and employment conditions do not endanger their health, safety, or well-being or adversely affect their development.

Prohibition of Forced Labor

The Imaging Source Europe prohibits forced or compulsory labor in any form. This includes all forms of debt bondage, servitude, slavery or practices similar to slavery, human trafficking, and any other form of involuntary labor or services that is inconsistent with internationally recognized labor and social standards.

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Compensation

The Imaging Source Europe complies with applicable legal requirements governing compensation and ensures that employees are paid at least the applicable statutory minimum wage.

The Imaging Source Europe does not tolerate unlawful wage deductions, including deductions imposed as a disciplinary measure.

Working Hours

The Imaging Source Europe complies with applicable legal requirements governing working hours, including overtime, rest periods, and paid leave.

The Imaging Source Europe ensures that:

- Regular weekly working hours, including the maximum permissible overtime, do not exceed applicable legal limits
- Working hours comply with applicable legal requirements.

Freedom of Association

The Imaging Source Europe respects employees' rights to freedom of association and assembly, as well as their rights to collective bargaining.

Diversity, Inclusion, and Non-Discrimination

The Imaging Source Europe values the diversity of its employees and promotes an inclusive work environment. The Imaging Source Europe is committed to equal opportunity and does not tolerate discrimination or unequal treatment based on national or ethnic origin, social background, health status, disability, sexual orientation, age, gender, political opinion, religion, or belief.

The Imaging Source Europe is committed to the principle of equal pay for men and women for work of equal value.

Occupational Health and Safety

The Imaging Source Europe complies with applicable national and international occupational health and safety standards. The Imaging Source Europe provides a safe and healthy work environment and takes appropriate measures to prevent workplace accidents, injuries, and occupational illnesses, thereby protecting the health and safety of its employees and third parties.