

# Endress+Hauser Code of Conduct



Dear associates,

Endress+Hauser is recognized as a successful family company in the laboratory and process automation business.

It is an important element of our Endress+Hauser culture to carry on our business in a responsible and ethical manner. We care for the wellbeing of the individual, the society and the environment.

Our reputation is one of our most important assets. Our customers, associates and shareholders expect that we live up to our values and protect Endress+Hauser. We are convinced that integrity and ethical behavior are the main pillars of any sustainably successful business.

The Endress+Hauser Code of Conduct defines our basic behavioral rules and displays Endress+Hauser's expectations with regard to our business conduct.

Whenever you do not feel comfortable with a specific business situation please address your concerns, inform your supervisors or other persons of trust within the Endress+Hauser Group and help us to remain trustworthy business partners. You may also report such possible infringements through our confidential and secure whistleblowing system.

We are all encouraged to support and enforce compliance in our daily business life. The ultimate goal of such proper conduct is that our customers consistently rely on our integrity and that our associates and shareholders remain proud of Endress+Hauser.

The Executive and the Supervisory Board have approved the Endress+Hauser Code of Conduct and fully support initiatives to have it globally implemented and enforced.

Please take your time to carefully read our Code of Conduct and live up to it in all your business activities.

Thank you.



Matthias Altendorf  
CEO



Dr. Heiner Zehntner  
General Counsel

*This Code of Conduct was approved by the Executive Board on August 23 and by the Supervisory Board on October 11, 2021. It replaces the Code of Conduct dated August 29, 2016.*

*It is applicable to all associates and entities of Endress+Hauser Group.*

## TABLE OF CONTENTS

---

1	Addressing Non-Compliance .....	4
2	Fair Working Conditions .....	4
3	No Discrimination and no Harassment.....	4
4	Safety, Security and Health.....	4
5	Laws and Regulations.....	5
6	Competition and Antitrust.....	5
7	Fighting Corruption.....	5
8	Money Laundering and Terrorist Financing .....	6
9	Data Protection .....	6
10	Data Security.....	6
11	Fair Business Partner .....	6
12	Accurate Reporting and Accounting .....	6
13	Export Control.....	7
14	Conflict of Interest.....	7
15	Four-Eyes-Principle.....	7
16	Company Property .....	8
17	Social Media .....	8
18	Good Corporate Citizenship .....	8
19	Human Rights and Labor Standards .....	8
20	Sustainability and Environment.....	8

## **SPEAK UP!**

---

### **1 Addressing Non-Compliance**

If you have any concern with regard to the rules of this Code of Conduct please address it.

In doing so, you will help to protect the integrity and reputation of Endress+Hauser as well as your own interests and those of your colleagues.

The source of information is treated confidentially. In addition, associates who raise Code of Conduct concerns will be protected from negative consequences of their actions. Inform your direct, or any other, supervisor of possible wrongdoing. You may also contact a local or corporate legal or human resources representative or any member of the Executive or Supervisory Board.

You may also report non-compliance incidents through our confidential whistleblowing system which also provides for a secure and anonymous exchange of information. Please use the corresponding link in our Intranet (<https://endress.integrityline.com/>).

## **ASSOCIATES**

---

### **2 Fair Working Conditions**

We protect our associates from unfair and unethical working conditions.

We do not tolerate bonded, forced or child labor or any unsafe working conditions.

We ban products and services resulting from bonded, forced or child labor or unsafe working conditions.

### **3 No Discrimination and no Harassment**

We value diversity and make sure that all associates feel comfortable when working for Endress+Hauser.

We do not discriminate against anyone on the grounds of gender, age, ethnicity, nationality, religion, sexual orientation, disability, or any other similar characteristic.

We hire, assign, promote and compensate our associates based on their skills, performance, and ethical conduct.

We do not tolerate any form of workplace harassment.

### **4 Safety, Security and Health**

We provide safe, secure, and healthy workplaces.

We comply with applicable health and safety regulations and make sure that all associates are aware of them and are trained accordingly.

Every associate is personally responsible for safety, security, and health at the workplace to the full extent required by his/her duties and to the best of his/her ability and experience.

We are all encouraged to identify areas of improvement and to report concerns relating to safety, security, and health.

## **BUSINESS INTEGRITY**

---

### **5 Laws and Regulations**

We consider applicable laws as a minimum standard and respect them in all countries where they apply.

We strictly comply with ethical rules arising from this Code of Conduct and any other Endress+Hauser regulations.

### **6 Competition and Antitrust**

We promote and protect competition.

We do not exchange information about prices, margins, or costs with competitors.

We do not fix prices with competitors.

We do not agree on the allocation of markets, territories, or customers.

We do not agree on or demand minimum resale prices.

We do not support boycotts against customers or suppliers.

We fully co-operate with the competent authorities in case of official investigations.

### **7 Fighting Corruption**

We reject any form of corruption, blackmailing and bribery.

We neither bribe public officials nor private persons and we do not accept bribes.

We particularly do not offer, give, or receive any improper benefits with the intention of influencing the recipient to provide an unjustified commercial advantage. A benefit is usually improper if it is not moderate, commonly accepted or if it is not offered in a clear business context.

Our dealings with representatives or agents are strictly at arm's length and must not be used to circumvent anti-corruption rules.

The Endress+Hauser Anti-Corruption Policy is mandatory for all associates.

## **8 Money Laundering and Terrorist Financing**

We oppose money laundering and terrorist financing and prevent them through appropriate measures.

## **9 Data Protection**

We respect the privacy rights of our customers, associates, and other stakeholders.

We collect, process and store personal data only for specific and legitimate business purposes, in accordance with applicable laws.

We protect personal data from unauthorized access.

## **10 Data Security**

We protect confidential information of associates, customers, suppliers, and other business partners.

We comply with confidentiality obligations arising from confidentiality and non-disclosure agreements.

We respect the intellectual property rights of competitors and third parties (trademarks, copyrights, protected trade secrets, etc.).

## **11 Fair Business Partner**

We act and conduct our business on the basis of facts and are reliable.

We behave professionally when dealing with suppliers and business partners.

Our dealings are strictly at arm's length.

We do not discriminate against suppliers or customers, particularly if they compete among each other.

We expect from our suppliers and business partners a responsible behavior in line with the rules of our Code of Conduct.

We decide on appropriate actions if we discover relevant compliance issues in the organization of our suppliers and business partners.

## **12 Accurate Reporting and Accounting**

We ensure that our data, information, or records are true and fair.

We comply with applicable laws and accounting standards and ensure that our financial information give a true and fair view of the actual situation.

We do not make any false or misleading statement or entry in any report, publication, or expense claim.

## 13 Export Control

We comply with applicable export restrictions resulting from national and supranational laws and regulations, including but not limited to EU and UN embargo resolutions.

We do not use brokers or agents to circumvent embargos.

We have cleared sensitive cases by our internal logistics experts.

We apply for required export licenses from the competent authorities.

## COMPANY CONCERNS

---

### 14 Conflict of Interest

We avoid or resolve conflicts of interest.

We inform our direct superiors, the legal or the human resources department about potential conflict of interest situations and resolve them in the best interest of Endress+Hauser.

A conflict of interest occurs if personal interests deviate from the best interest of Endress+Hauser and such conflict may have a commercially relevant impact. "Personal" may also include family, relatives, and friends. Some examples are (this list is not exclusive):

- Other remunerated activity or other employment in addition to employment for Endress+Hauser.
- Management or supervisory function (such as advisory board, supervisory board, or board of directors) of a company that does business with Endress+Hauser (customers, suppliers, and service providers) or competes with Endress+Hauser.
- Financial interest in a company that does business with Endress+Hauser (customers, suppliers, and service providers) or competes with Endress+Hauser. Shareholdings in listed companies are not relevant in this context.
- Business relationships with companies in which an Endress+Hauser associate or a family member of an Endress+Hauser associate is a shareholder or a member of the management.
- Familial or intimate relationship between superior and associate
- Providing benefits if we benefit directly or indirectly ourselves

### 15 Four-Eyes-Principle

We make sure that at least two associates participate in business processes or that the result of such process is controlled by a second colleague (four-eyes principle).

Agreements and other documents imposing obligations on Endress+Hauser must be signed by two associates holding the relevant signatory power.

Important decisions and all decisions that could imply a conflict-of-interest situation must be approved by a superior manager ("dual layered four-eyes principle").

## **16 Company Property**

We handle company property with respect and care.

We apply diligence when dealing with Endress+Hauser's intellectual property rights, including trade and business secrets in order to prevent loss or theft.

Any information classified "confidential" or "internal" is considered to be the property of Endress+Hauser and requires special protection.

We comply with the rules of Information Security as documented in the "Infosec" Manual.

## **17 Social Media**

We clearly distinguish between private and business-related communication.

The use of social media is encouraged but must not negatively impact the interest of Endress+Hauser.

We comply with our Social Media Policy.

## **CORPORATE SOCIAL RESPONSIBILITY**

---

### **18 Good Corporate Citizenship**

We take our social responsibility seriously.

We safeguard existing and create new jobs.

We contribute to social, ecological, cultural, and other non-profit projects.

### **19 Human Rights and Labor Standards**

Our actions are guided by the principles of the United Nations Universal Declaration of Human Rights, the OECD Guidelines for Multinational Enterprises, and the core labor standards of the International Labor Organization (ILO), as well as the United Nations Guiding Principles on Business and Human Rights, Sustainability and Environment

### **20 Sustainability and Environment**

We aim at a sustainable and environmental-friendly development of our business.



We protect our environment and comply with environmental laws and regulations.

Wherever reasonable and economically sensible we strive to exceed applicable environmental minimum standards.